



Delivery Agreement

**For the delivery of
Work Plan Task "CESSDA Widening Activities
and Journals Outreach 2020"**

This agreement is made by and between:

- 1) **CESSDA ERIC**, a European Research Infrastructure Consortium established by Commission Implementing Decision (EU) 2017/995 of 9 June 2017, having its headquarter and statutory seat in Bergen, Norway (Hereinafter "**CESSDA**"), and
- 2) The Institute for Sociology of the Czech Academy of Sciences, public research institution (IS CAS), housing the Czech Social Science Data Archive ČSDA, incorporated under the laws of Czech Republic whose registered office is at Jilská 1, 110 00 Praha 1, Prague, Czech Republic (hereinafter "**Lead Delivery Partner**").
- 3) Leibniz Institute for the Social Sciences - GESIS, incorporated under the laws of Germany whose registered office is at B2 1, 68159 Mannheim, Germany (hereinafter "**Delivery Partner**").
- 4) Swiss Centre of Expertise in the Social Sciences - FORS, incorporated under the laws of Switzerland whose registered office is at Bâtiment Géopolis, 5th floor Reception desk – room 5614, CH-1015 Lausanne (hereinafter "**Delivery Partner**").
- 5) University of Gothenburg , Swedish National Data Service - SND, incorporated under the laws of Sweden whose registered office is at Swedish National Data Service (SND), Medicinaregatan 18A, 4th Floor, 413 90 Gothenburg, Sweden (hereinafter "**Delivery Partner**").
- 6) University of Ljubljana, Faculty of Social Sciences, Social Science Data Archive - UL, FDV/ADP, incorporated under the laws of Slovenia, whose registered office is at Kardeljeva ploščad 5, 1000 Ljubljana, Slovenia (hereinafter "**Delivery Partner**").
- 7) The Tárki Foundation, Data Archive Tárki Data Archive – TÁRKI, incorporated under the laws of Hungary, whose registered office is at 1112 Budapest, Budaörsi út 45, Hungary (hereinafter "**Delivery Partner**").
- 8) CROatian Social Science Data Archive at The University of Zagreb, Faculty of Humanities and Social Sciences - CROSSDA, incorporated under the laws of Croatia, whose registered office is at Ivana Lučića 3, 10 000 Zagreb (hereinafter "**Delivery Partner**").
- 9) Social Science Data Archive of North Macedonia - MK DASS, incorporated under the laws of the Republic of North Macedonia whose registered office is at Institute for sociological, political and juridical research, Ss. Cyril and Methodius University, Partizanski odredi Bul. b.b., PO Box 68,1020 Skopje (hereinafter "**Delivery Partner**").
- 10) Data Centre Serbia for Social Sciences at The Institute of Economic Sciences (DCS-IES), incorporated under the laws of Serbia, whose registered office is at Zmaj Jovina 12, 11000 Beograd Serbia (hereinafter "**Delivery Partner**").

Hereinafter collectively referred to as the "Parties" and individually as "Party".

1. Background

CESSDA (the Consortium of European Social Science Data Archives) provides large-scale, integrated and sustainable data services to the social sciences. It brings together social science data archives across Europe, with the aim of promoting the results of social science research and supporting national and international research and cooperation.

CESSDA is composed of 20 member-countries. Several European countries are currently in the process of becoming a CESSDA member or observer.

The Parties now wish to enter into this Agreement in order to define mutual rights and obligations and agree on the exact terms of delivery of the Work Plan Tasks.

2. Definitions

"Agreement": this Delivery Agreement including its annexes.

"Background": the information which is held by a Party prior to the conclusion of this Agreement, or acquired in parallel with – but unrelated to – it, as well as copyrights or rights pertaining to such information following applications for, or the issue of, patents, designs, plant varieties, supplementary protection certificates or similar forms of protection.

"CESSDA MO": CESSDA ERIC Main Office.

"Deliverables": the activities and deliveries set out in the Work Plan Tasks and any other developments and deliveries to be carried out or delivered by the Delivery Partnership under this Agreement, and any Intellectual Property generated as a result of the performance of this Agreement.

"Delivery Partners": the parties referred to above as a Delivery Partner.

"Delivery Partnership": means the Lead Delivery Partner and the Delivery Partners.

"Director": the Director of CESSDA ERIC.

"Foreground" the results, including information, whether or not they can be protected, arising from the activities performed within this Agreement, as well as copyrights or rights pertaining to such information following applications for, or the issue of, patents, designs, plant varieties, supplementary protection certificates or similar forms of protection.

"General Assembly": the General Assembly of CESSDA ERIC.

"Intellectual Property": means patents, copyrights, trademarks, service marks, domain names, company names, registered designs, database rights, design rights, confidential information and trade secrets, applications for any of the above, and any similar right recognised from time to time in any jurisdiction, including all rights in an action related to the infringement of any of the above.

"Working Group": one of CESSDA four working groups (Technical, Trust, Training, Tools and Services) with the main function of coordinating the coherence of tasks and providing advice and support to the Director in conduct of the work plan tasks.

"Work Plan Task": the activities and deliverables included in a proposal submitted by the Lead Delivery Partner [in collaboration with the Delivery Partners] to CESSDA ERIC, which was accepted by the General Assembly.

3. Standard of Performance

In carrying out the Work Plan Tasks, the Delivery Partnership shall use the degree of skill, care and diligence reasonably expected of a professional and experienced service provider carrying out works and delivering tools and services similar to the Work Plan Tasks.

4. Personnel

The Parties shall ensure the selection of personnel with the necessary skills and competences to take part in the activities under this Agreement.

As employers, the Parties shall bear exclusive responsibility for the remuneration, social security and insurance of their personnel.

Each Party shall indemnify and hold the other Party harmless from any liability in this respect.

5. Deliverables

The Delivery Partnership shall deliver the Deliverables in accordance with the final task proposal attached to this Agreement as Annex 2. In case of ambiguity or conflict between this Agreement and the Work Plan Task, this Agreement shall take precedent.

The Delivery Partnership shall provide and be responsible for all technical and financial reports, labour, materials, equipment and other resources required for the performance of the Work Plan Task and this Agreement.

The Lead Delivery Partner shall bear the overall responsibility for the provision of the Deliverables including but not limited to the coordination of the work, delivery, documentation and reporting to CESSDA MO.

6. Documentation

The Delivery Partnership shall document the use of resources and prepare a report on their expenditures, using the template for the Periodic/Final Report provided by CESSDA or an alternative considered as suitable and has been approved in advance and in writing by CESSDA MO.

The Delivery Partners shall submit relevant information to the Lead Delivery Partner about their activities and expenditures regularly and as internally agreed covering the relevant reporting period.

The Lead Delivery Partner shall prepare a mid-term report and a final report to be submitted to CESSDA MO in accordance with the dates specified in Clause [9] below. The reports shall be prepared on the basis of templates provided by CESSDA MO.

7. Mid-term review

Following the submission of the mid-term report by the Lead Delivery Partner to CESSDA, a mid-term review shall be conducted by CESSDA MO and the Working Group leaders.

The mid-term review will include, among others, the review of progress of the activity and administrative documentation, including the use of resources and claimed expenditures against the proposed budget.

Based on the mid-term review CESSDA MO will formulate a recommendation and advise the Director. In case of positive recommendation, the Delivery Partnership will be informed and shall take into account all information necessary for the delivery of the final report.

In case of a negative recommendation, the Director will seek to reach a satisfactory resolution regarding the way forward. It may include a change request in accordance with Clause [12] or termination of this agreement in accordance with Clause [13].

8. Final review

Following the submission of the final report by the Lead Delivery Partner to CESSDA, a final review shall be conducted by CESSDA MO and the Working Group leaders. CESSDA MO may decide to include an external review committee composed of experts. The experts will be appointed by the Director.

The final review will include, among others, the review of the Deliverables, the final report, the activity and administrative documentation and the use of resources and claimed expenditures against the proposed budget.

Based on the final review, CESSDA MO and the Working Group leaders will formulate a recommendation to be shared with the Delivery Partnership.

In case of a positive recommendation, the project will be closed and a final balancing payment will be released within 15 days.

In case of a negative recommendation, the final approval may be withheld to allow the submission of improved Deliverables, for which Main Office will set a deadline. If a positive recommendation is issued following the submission of the improved Deliverables, then the project will be closed and a balancing final payment will be released within 15 days.

If a negative recommendation is issued following the submission of the improved Deliverables, then the Director will seek to reach a satisfactory resolution regarding the way forward, which may include a change request as specified in Clause [12] or termination of this Agreement in accordance with Clause [13].

9. Time schedule and milestones

This Agreement shall enter into effect upon the signature of all Parties and shall remain in effect until all obligations and milestones under this Agreement are completed or until the termination of this Agreement in accordance with Clause [13].

The Delivery Partnership shall comply with the following milestones:

- Start date for the Work Plan Tasks: 01/01/2020
- Delivery of mid-term report: not applicable for Work Plan Tasks in 2020
- Mid-term review: not applicable for Work Plan Tasks in 2020
- Delivery of final report: 30/04/2021
- Final review: 31/05/2021
- Issue of a final recommendation: 15/06/2021

10. Contact points

Each Party shall designate a contact person who will act in a liaison capacity throughout the term of this Agreement. Each Party will immediately notify the other Parties in writing if its contact person changes.

The following persons shall be contacted for the general coordination of this Agreement and the clarification of technical issues for the execution of the Work Plan Tasks and the delivery of Deliverables:

For CESSDA: [REDACTED], [REDACTED]

For the Lead Delivery Partner ČSDA: [REDACTED]

For other Delivery Partners main contacts are as listed in the Annex 1.

Upon CESSDA's request, the Lead Delivery Partner shall inform CESSDA of the progress and other relevant aspects concerning the delivery of the Deliverables, including, but not limited to administrative and/or technical aspects, and especially about any envisaged delays in any of the agreed milestones set out in Clause [9] above.

11. Finance

The total budget for the completion of the Work Plan Task (WPT) "CESSDA Widening Activities and Journals Outreach 2020" and delivery of the Deliverables under this Agreement is EUR 122,137.50, of which:

- EUR 27,600.00 as additional contribution provided by the Delivery Partner GESIS.
- EUR 94,537.50 (for this purpose considered as the "WPT costs") to be allocated by CESSDA to project partners.

The WPT costs shall be paid proportionally in accordance to the following schedule:

- 50% shall be paid after the Agreement has been duly signed by CESSDA and Leading Delivery Partner.
- Up to 50% (depending on financial claims) shall be paid after the delivery of all Deliverables and a positive recommendation following final review.

For the avoidance of doubt, payments shall not be considered as final acceptance of the Deliverables.

The Delivery Partnership is responsible for the management of the total budget stated in the WPT proposal and is liable for any losses. All WPT costs and additional WPT contributions must be justified and supported by relevant documentation to be provided by the Delivery Partnership.

11.1. Overspending

Overspending of the WPT total budget is not allowed. Redistribution of WPT costs is allowed within the Delivery Partnership but it needs prior approval by CESSDA. Redistribution of WPT additional contribution is not allowed.

11.2. Underspending

In case that actual costs incurred for delivering the Deliverables are below the total WPT costs stated in the budget, the remaining funds will be kept by CESSDA, or in case they have already been paid to the Delivery Partnership, they shall be paid back to CESSDA.

In the case that actual WPT additional contribution is below the approved WPT additional contribution stated in the budget, the amount shall be added to the balance of the total additional contribution.

If there is a positive balance on total additional contribution (agreed minimum amount - total of used additional contribution), this balance will be forwarded to a next year and be decided upon in the WP of that year.

For the avoidance of doubt, even in the case of lower WPT total contribution consumption, Deliverables for the Work Plan Task "CESSDA Widening Activities and Journals Outreach 2020" remain to be delivered as stated in the Work Plan Task "CESSDA Widening Activities and Journals Outreach 2020" proposal.

12. Change request

The Lead Delivery Partner may request to make a change to the Deliverables or to the Work Plan Task. Such requests must be in writing and addressed to CESSDA Main Office, indicating the requested change and the reasons for it.

CESSDA may also propose to change the deliverables or any part of the Work Plan Task, indicating the requested change and the reasons for it (e.g. to address issues identified during reviews).

If the changes are approved by CESSDA Main Office, this will result in a written confirmation from CESSDA Main Office, or an Amendment to the DA to be signed by both parties.

13. Termination

CESSDA reserves the right to terminate this agreement if the Lead Delivery Partner or the Delivery Partnership is in material breach of its obligations under this Agreement or if requested to do so by the General Assembly in accordance with Clauses [7] and [8].

14. Intellectual property

Each Party is and remains the sole owner of its Background. Foreground created through the delivery of this Agreement shall be the sole property of CESSDA.

15. Amendments

Amendments to or changes of this Agreement shall, in order to be valid, be made in writing and signed by authorized representatives of all Parties and shall be clearly stated as amendments to, or changes of this Agreement.

16. Assignment

Except with the prior written consent of CESSDA MO, the Lead Delivery Partner or a Delivery Partner shall not assign, novate or otherwise transfer partially or totally any of its rights or obligations under this Agreement.

17. Notices

All notices, requests, consents, claims, demands and other communications shall be in writing and addressed to the respective Party's contact person set out in this Agreement.

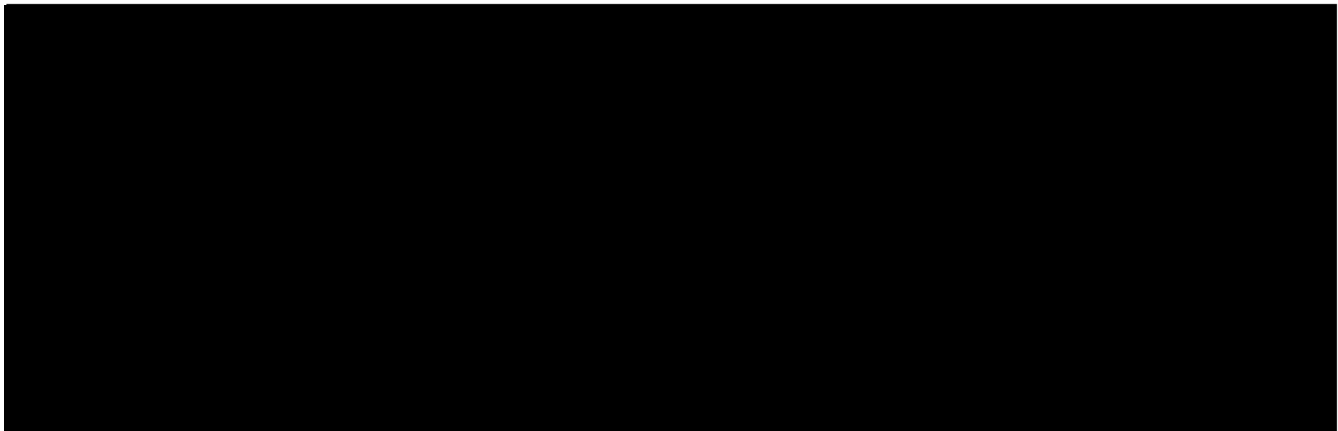
18. Settlement of disputes and governing law

This Agreement shall be governed by and construed in accordance with the substantive laws of Norway.

In Witness whereof, this Agreement has been executed in two [2] originals, of which the Lead Delivery Partner and CESSDA have received one each.

CESSDA ERIC

**The Institute for Sociology of the Czech
Academy of Sciences, public research
institution (IS CAS), housing the Czech
Social Science Data Archive - ČSDA**

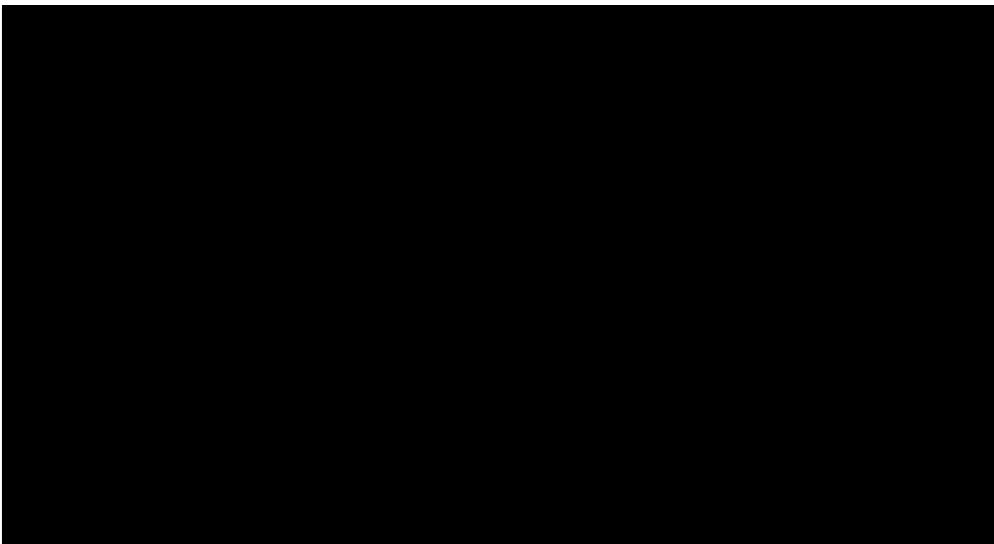


Annex 1: Accession

As Witness:

The Parties have caused the Agreement for the Work Plan Task "CESSDA Widening Activities and Journals Outreach 2020" to be duly signed by the undersigned authorised representatives in separate signature pages.

GESIS - Leibniz Institute for the Social Sciences



As Witness:

The Parties have caused the Agreement for the Work Plan Task "CESSDA Widening Activities and Journals Outreach 2020" to be duly signed by the undersigned authorised representatives in separate signature pages.

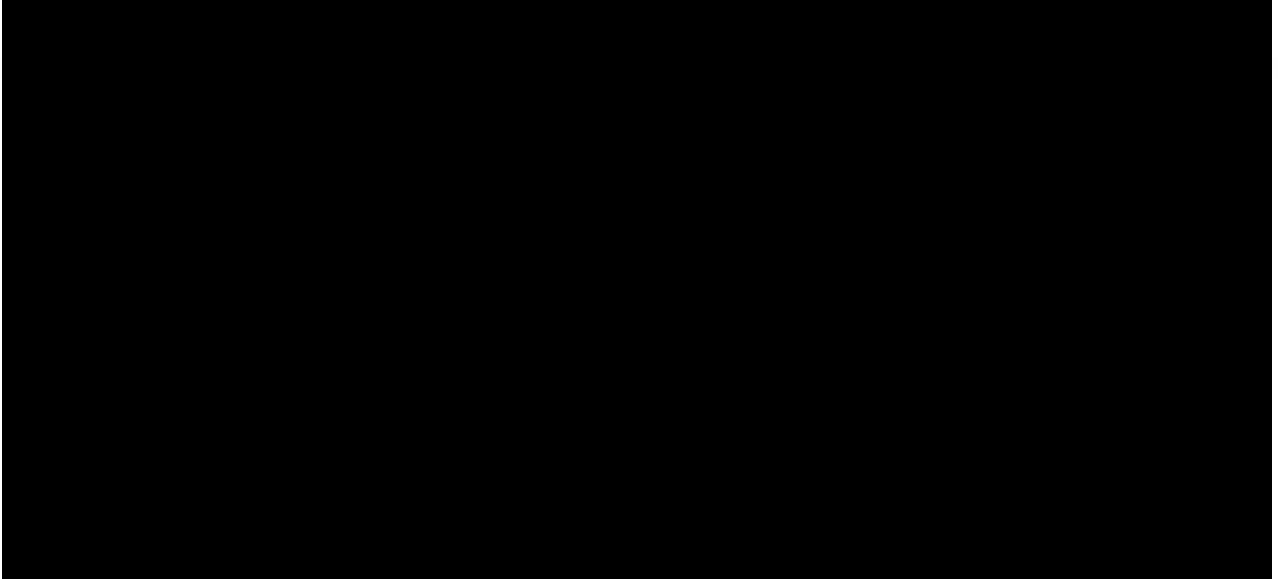
FORS - Swiss Centre of Expertise in the Social Sciences



As Witness:

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SND - University of Gothenburg, Swedish National Data Service

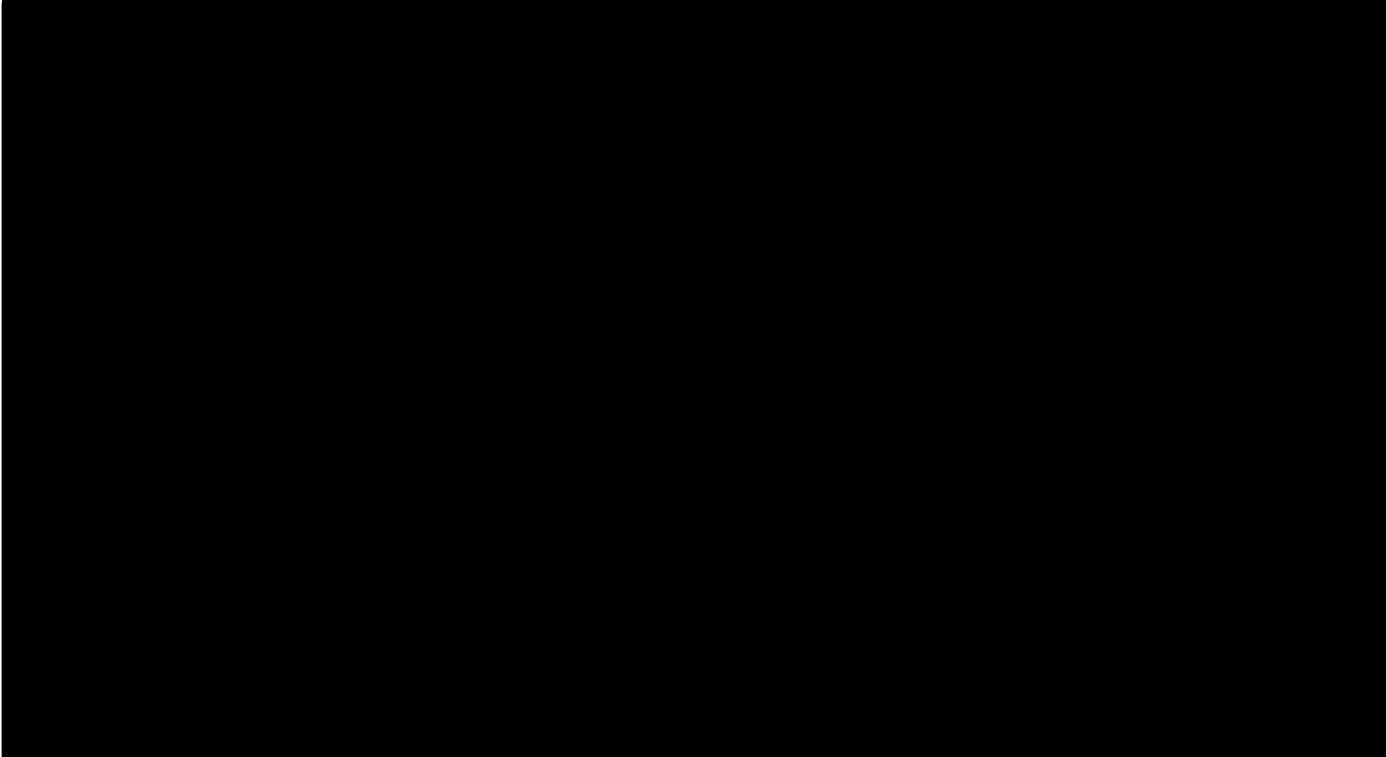


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UL, FDV/ADP - University of Ljubljana, Faculty of Social Sciences, Social Science Data Archive

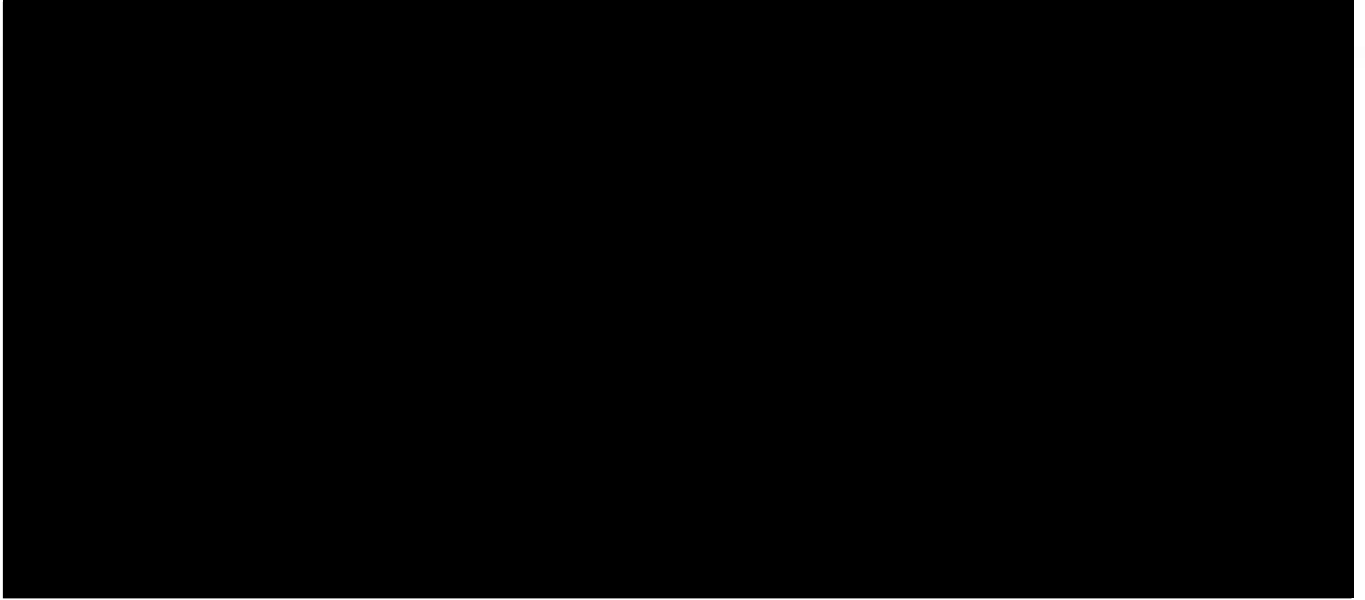


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TÁRKI - The Táarki Foundation, Data Archive Táarki Data Archive

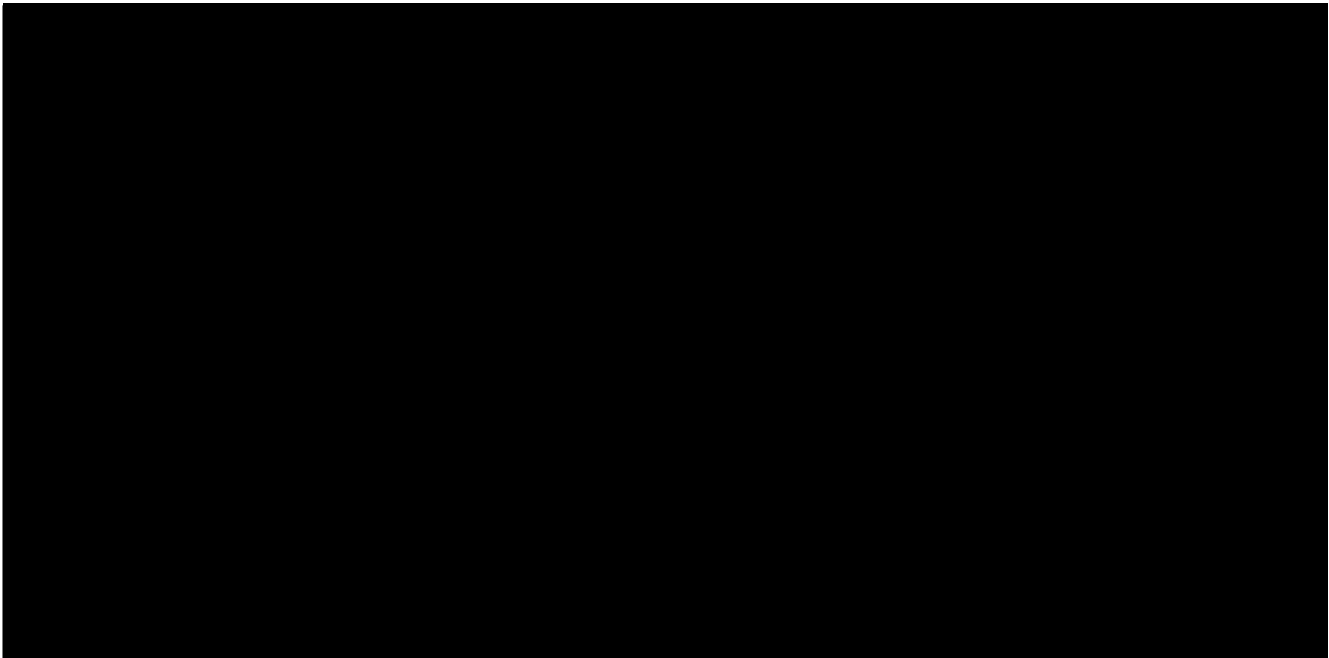


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CROSSDA - Croatian Social Science Data Archive at The University of Zagreb, Faculty of Humanities and Social Sciences

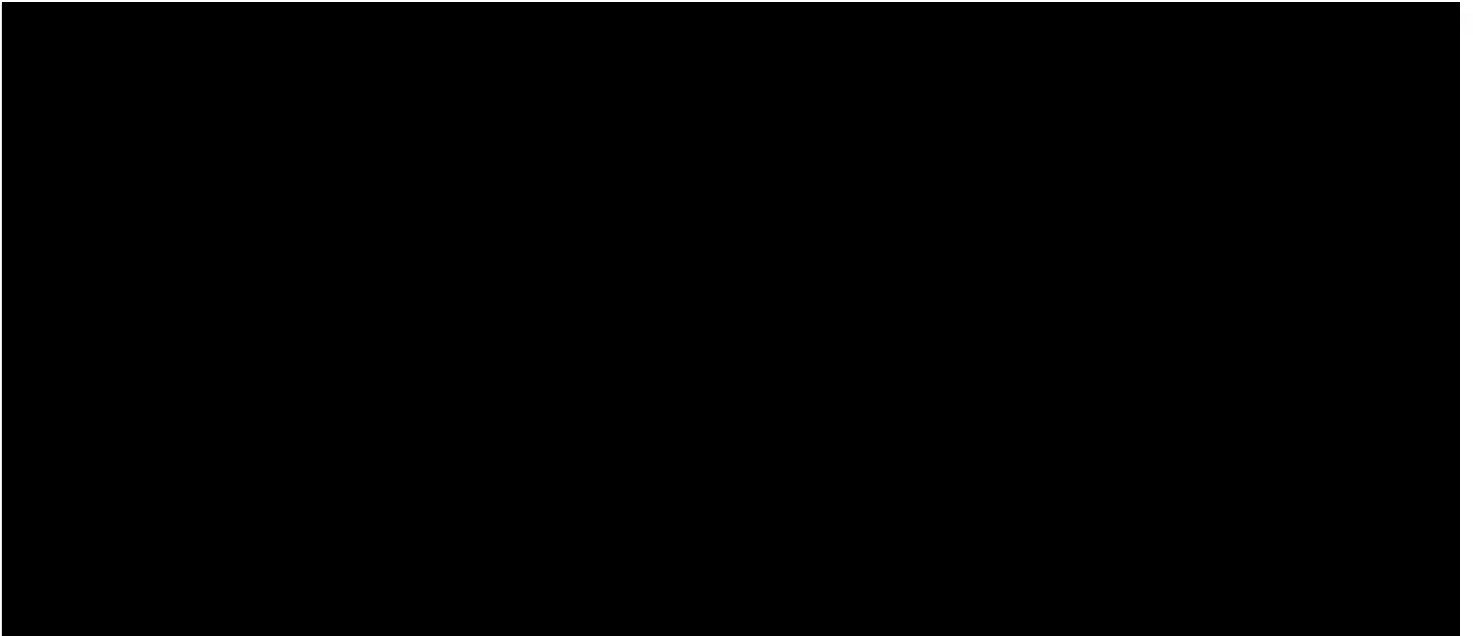


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MK DASS - Social Science Data Archive of North Macedonia

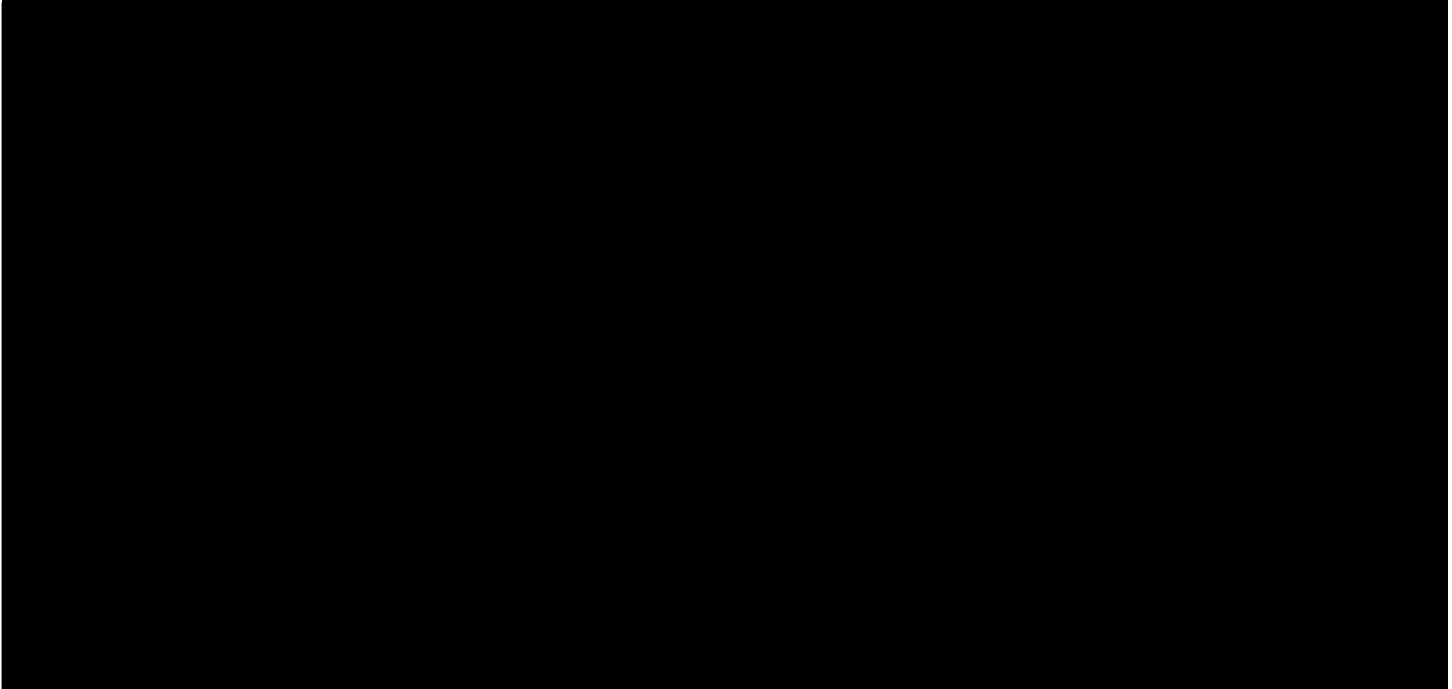


Delivery Agreement for the delivery of Work Plan Task "CESSDA Widening Activities and Journals Outreach 2020"

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The Parties have caused the Agreement for the Work Plan Task "CESSDA Widening Activities and Journals Outreach 2020" to be duly signed by the undersigned authorised representatives in separate signature pages.

(DCS-IES) - Data Centre Serbia for Social Sciences at The Institute of Economic Sciences



Annex 2: Final version of Project proposal



11/05/2020

Work Plan Tasks – CESSDA Widening Activities and Journals Outreach 2020

<p>Purpose and Background (250 words max)</p>	<p>This project integrates following two proposals: CESSDA Widening Activities 2020 and Journals Outreach. Widening & Outreach should form the future new strategic pillar as of 2021. GESIS leads the Journal Outreach activities and its participation will be financed by GESIS as part of the additional contribution (€ 440.000) for this project.</p> <p>Widening European coverage and development of Pan-European data services are among the priorities of CESSDA. The main objectives of the widening activities are the following: (1) to maintain and foster CESSDA Pan-European coverage in collaboration with non-member SPs within the Network of CESSDA Partners, (2) to help disseminate existing CESSDA support services, tools and knowledge among partner non-member SPs; (3) to maintain and further develop CESSDA strategic knowledge about existing non-member SPs and emerging data archives; and (4) to increase CESSDA visibility in non-member countries. Widening activities have been at the centre of a number of past and current projects. This project focuses on ensuring the continuation of four important and successful activities. New CESSDA ERIC member SPs are involved in the project team. Considering the limited resources from the CESSDA WP, we assume that the project objectives will be achieved, also thanks to additional engagement and support from the project partners.</p> <p>For greater transparency and replication of findings, more and more academic journals are requiring the deposit of the data used in publications. However, many are not equipped for handling these requirements and do not have the proper skills for long-term preservation of data and documentation. The goal of the additional activity is to define and promote a formal collective position statement of CESSDA regarding archival services to journals. By way of this statement, the project will aim to inform and persuade journals that they can rely on CESSDA service providers for the deposit and sharing of data and replication files used in publications, rather than try to establish repositories themselves. We will focus on European journals with an international appeal in social science disciplines. The position statement will take into consideration the specific needs and requirements of journals in relation to the capacities and policies of CESSDA service providers.</p>
<p>Title and duration (from - to)</p>	<p>CESSDA Widening Activities and Journals Outreach 2020 01/2020 - 03/2021</p>
<p>Leading Partner (SP and contact person)</p>	<p>CSDA, Institute of Sociology of the Czech Academy of Sciences [REDACTED]</p>



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Participants	No. of PM	Cost per unit (1 PM)	Personnel costs including OH	Travel costs (type of event, travel costs, subsistence, accommodation)	Other costs (organisation costs, materials, supplies, consumables)
1a. CSDA	1.55	3 800	7 363	700	
1b. CSDA (Subtask 5 - moved from WA2019)				700	
2. GESIS (as part of the additional contribution (€ 440.000))					
3a. FORS					
3b. FORS (Subtask 5 - moved from WA2019)					
4. SND					
5. ADP					
6. TARKI					
7. CROSSDA					
8. MK DASS/ISPIR					
9. DCS/IES					
CESSDA MO					
CESSDA MO (Subtask 5 - moved from WA2019)					
Sum per category	13.25		92 637.50	7 000	22 500
Sum per category without Subtask 5	12.75		87 637,50	5 600	19 700
Total cost			122 137.50		
Total cost without Subtask 5			112 937.50		



Explicit objectives (*make them as clear as possible*)

1. To continue with the CESSDA Mentorship Programme

The Mentorship Programme between widening project partners and actively aspiring archives was launched under WA2019 (7 SPs mentored). The aim is to offer one-on-one support, matching project partners with interested aspiring SPs, and assisting them in defining and realizing their short-term goals. This could be with respect to strategic, policy, practical, or technical aims, among others. The aspiring or new member immature SPs will be selected based on both the published call and the ongoing monitoring. Current budget calculations assume up to 3 SPs to participate as mentees. They will be assigned a mentor who will be responsible for actively accompanying them throughout the year. Also a site-visit per mentorship will be organised. Regular interactions will be expected, and these should be documented in periodic reports. The CESSDA mentoring programme will be a way to ensure that aspiring SPs stay active during 2020, clarify and move towards realistic goals, and are closely supported and encouraged.

2. To (a) organise a CESSDA widening and strengthening event and (b) to monitor the progress at non-member countries and non-member SPs

CESSDA has regularly been organizing widening events since 2017. There have already been 5 such events (Lisbon 2016, Dublin 2017, Milan 2018, Belgrade 2018, Skopje 2019). The objectives have been to bring together non-member SPs, political representation from non-member countries, CESSDA MO and experts. The events feed into all the WA objectives (see above) and allow dissemination of practical information and/or training regarding DAS development among non-member SPs. This time we will organize a CESSDA Widening and Strengthening Workshop jointly with the CESSDA Training Days (GESIS and the CESSDA Widening Group). This collaboration will enable greater involvement of CESSDA experts and a stronger focus on data service practice in the programme of the CESSDA Widening and Strengthening Workshop. At the same time, we expect wider participation of non-member and immature member SPs at the CESSDA Training Days. The impact of both events will be multiplied. We also expect to save money compared to organising two separate events. The 1 or 1.5-day event should be located in a prospective non-member country or member country with SP in development. Due to the pandemic, the date of the event will be postponed to the end of 2020 or early 2021. Preferably it will be in a mixed mode combining face-to-face events with possibility of online participation of both, speakers and audience. If this is not possible, the meeting will be virtual. In such case, we will consider the possibility of organizing small national events with the participation of CESSDA in addition to the virtual international workshop.

In addition, we plan to organise the update of the monitoring report in connection with the widening and strengthening event. The system of monitoring progress in non-member countries was launched in 2018. The monitoring report is a living document, which should be continuously updated. The participants of the workshop will be asked to provide written reports and contribute to discussion. The information gathered at the workshop will be summarised and complemented by desk research. Additional interviews will be considered based on the quality of information gathered. The resulting report will be published and communicated to the wider CESSDA community.

3. To update and upgrade the CESSDA Resource Directory

The CESSDA Resource Directory was created by WA2018. It is a structured and documented collection of information on available tools, documents, support services, and links to them. It is based on both, (1) information from CESSDA SPs collected within the survey and subsequent exchange of information, (2)



research on results of past CESSDA projects. In 2020, we propose to update it after two years. In 2019 it was not done because of a limited budget. The migration of the Resource Directory to Zotero is in process right now (end of 2019), and the subtask will support further integration of the tool into the CESSDA Web and communication infrastructure. In addition, the team will cooperate with the Training Working Group in development of the planned Data Archiving Guide and will support the usage of the content of the Resource Directory in this on-line tutorial.

4. Journals Outreach

The Journals Outreach proposal has the following objectives:

- (a) Gain a better understanding of journal practices, requirements, and needs regarding the availability of data used in scientific publications.
- (b) Assess CESSDA service provider capacities, policies, and services for responding to the needs of journals regarding preservation of data and replication material.
- (c) Study of policy and legal issues: explore models for how CESSDA could coordinate to offer services to journals.
- (d) Craft and promote a CESSDA position statement that takes these into account, in order to offer relevant archival services to European journals.

The following activities will be performed in order to achieve these objectives:

- a. Assessment of journals. Based on the given list of requirements as proposed by RDA, and OSF¹ the project will conduct a general assessment of 6 journals representing a range of social sciences.
- b. Assessment of CESSDA service providers. In relation to the identified journal needs and requirements, we will identify the prerequisites for archives to be able to satisfy these. Through the proposed measures we hope to bring further enhancement to the CESSDA SPs metadata quality
- c. Defining a coordinated approach. A collective approach from CESSDA implies a certain coordination between service providers. This task will study and propose models for how service providers may collaborate to offer archival services to journals.
- d. Craft and promote CESSDA position statement. Once a sufficient number of service providers are considered capable of handling journal sharing requirements, then we will craft a statement on behalf of CESSDA. The statement should lay out the issues and argue for why journals should develop partnerships with CESSDA archives.

5. Local event with CESSDA participation organised in Poland

This additional Subtask was moved from the CESSDA WPT Widening Activities 2019 (WA2019). The aim is to organise a national event with CESSDA participation in Poland. The workshop will be targeted to 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, deepen Polish collaboration within the CESSDA Network of Partners, work towards possible Polish CESSDA membership, increase CESSDA visibility, and help in strengthening the data sharing in Poland.

The event was prepared under WA2019. Unfortunately, due to the COVID-19 pandemic the workshop

¹ <https://osf.io/m2bce/> and <https://www.rd-alliance.org/criteria-repository-selection-qualification-and-certification>



<p>dated on April 2, 2020, had to be cancelled and postponed to a later date. The preparatory work carried out in WA2019 will be used to the maximum extent; the remaining budget from WA2019 was moved to the current project. The events' Web: http://www.ads.org.pl/cessda-data-day-2020/</p>		
Deliverables	Month of delivery	
D1. Report on assessment of journal requirements and needs (activity 4a)	6/2020	
D2. Report on assessment of service provider capacities (activity 4b)	8/2020	
D3. Report from the widening and strengthening event (activity 2)	3/2021	
D4. Report on models for coordinated services to journals (activity 4c)	11/2020	
D5. Report from the mentorship programme (activity 1)	2/2021	
D6a. Updated and upgraded Resource Directory (activity 3)	3/2021	
D6b. Report from the update and upgrade of the Resource Directory (activity 3)	3/2021	
D7. Report on the progress at non-member countries and SPs (activity 2)	3/2021	
D8. Final position statement and promotion strategy (activity 4d)	1/2021	
D9. Report from the local event in Poland (activity 5)	1/2021	
Activities/Actions	Resources (PM/travel)	Responsible SP
0. Management	0.5 PM for the lead; regular teleconferences and a F2F project meeting at the widening event	Lead by CSDA
1. Mentorship programme	Mentorship delivered to 3 organisations; call targeted to all partners/non-member SPs + less mature CESSDA SPs; 0.25 PM organisation of the programme, 3 * 0.5 PM for mentorship, 900 EUR * 3 for visits (allocated at CESSDA MO)	Lead by FORS; team: SND, ADP
2. Widening and strengthening event + monitoring	3 PM for organisation of the event, participation in the programme + monitoring activities; 3 – 4 k local organisation (allocated at CESSDA MO) + 13 – 14 k reimbursement of travel costs of invited experts and participants from target countries (allocated at CESSDA MO); GESIS is not included, but will	Lead by CSDA; team: FORS, ADP (monitoring), SND, TARKI, CROSSDA, MK DASS, DCS



<p>3. Resource directory</p> <p>4. Journals Outreach</p> <p>5. Local event in Poland</p>	<p>cooperate within the Training Days project</p> <p>3 PM for update and upgrade of the Resource directory and collaboration in development of the Data Archiving Guide</p> <p>Based on the four activities and the 4 deliverables, with GESIS taking the lead and ADP involved in the first two activities only. CROSSDA contributes to the subtask in-kind.</p> <p>a. Assessment of journals. PMs: 0.75 GESIS, 0.125 FORS, 0.125 Tárki, 0.25 ADP, CROSSDA without PMs.</p> <p>b. Assessment of CESSDA service providers. PMs: 0.75 GESIS, 0.125 FORS, 0.125 Tárki, 0.25 ADP, CROSSDA without PMs.</p> <p>c. Defining a coordinated approach. PMs: 0.75 GESIS, 0.125 FORS, 0.125 Tárki (no PM for ADP) , CROSSDA without PMs</p> <p>d. Craft and promote the CESSDA position statement. PMs: 0.75 GESIS, 0.125 FORS, 0.125 Tárki (no PM for ADP) , CROSSDA without PMs</p> <p>0.5 PM FORS, 2 travels á 700 EUR, 2,800 EUR to cover organisational costs allocated at CESSDA MO (another 0.25 PM + OH at CSDA was spent under WA2019).</p>	<p>Lead by SND; team: FORS, CROSSDA, MK DASS, DCS</p> <p>Lead by GESIS; team: FORS, ADP, TARKI, CROSSDA</p> <p>Lead by FORS, supported by CSDA</p>
<p>Reference to relevant activity in Strategic Plan/Technical and Scientific Description/Roadmaps</p>	<p>Relevant to the possible new CESSDA Pillar on Widening and Outreach, which is just under discussion.</p> <p>CESSDA strategic objectives:</p> <ul style="list-style-type: none"> - To work continuously to include further data sources, from Europe and beyond, into the infrastructure. - Strategic Goal of the original CESSDA Strategic Plan: CESSDA ERIC will provide services with European coverage and performance measures, achieve a wider membership, work to reduce access barriers, and build archive capacity across Europe (2.1 European coverage, 2.3 Widening membership, 2.5 Building capacity). <p>Connections to CESSDA Strategic Pillars on Training and Trust.</p>	
<p>Relationship to other WP tasks, proposals or Pillars (Dependencies)</p>	<p>Close cooperation with CESSDA MO; close cooperation with the CESSDA Training WG and the CESSDA Training Activities 2020 (including organisation of the joint event); strong links to the Trust WG.</p>	
<p>Estimation of risk of</p>	<p>Risks</p>	<p>Contingency plans</p>



failure/success (contingency plan for identified risks)	<ul style="list-style-type: none"> - Restrictions on travels and organization of international/national events due to pandemic. Individual health reasons to limit travels. High level of uncertainty; fast changes of conditions. - Low interest of CESSDA experts in participation in the widening events (some work is not paid). - Low interest of non-member SPs and ministerial representatives in the widening event. - Non-response/ slow response to communications regarding the Resource Directory and Monitoring. - The Journals Outreach work has dependencies on other parties (e.g., CESSDA MO, journal editors, etc.). Lack of interest or slow responses could delay this task. 	<ul style="list-style-type: none"> - Various designs with the involvement of virtual components are considered as solutions for different situations: mixed mode events including on-line participation, set of national and international events and virtual conference. - Low level of risks related to a lack of interest. The relatively high level of interest in non-members have been indicated in the past years. The event will be organised jointly with the CESSDA Training Days to increase attractiveness for both, SPs and experts. Contingency Plans: Deadline shifts, changes in priorities in the project, modifications to outputs. - Risk of non-response/slow response is relatively high. The solution is in wise communication strategy using multiple channels. However, it may also result in changes in timing of outputs. - Journals Outreach: Deadline shifts or modifications to outputs might need to be made if these problems are severe.
Support from relevant Working Group	Close links to the Training WG; participation of CESSDA WG members in the project. CESSDA Pillar and WG on Widening and Outreach is still under discussion and will not be implemented before 2021.	

Approvals	Version	Date
1. Agreed by relevant Working Group (the proposal was discussed and approved by the project team)	1.0	20/01/2020
2. Feasibility check (MO)		08/04/2019
3. Review (Director)		19/11/2019
4. GA Approval/Reject		21/11/2019
5. Version 1.0 - final submitted to MO	1.0	24/01/2020
6. Version 2.0 submitted to MO	2.0	28/05/2020

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7. Sign off (date of submission of the Final report)		
8. Final review of Task		