EPSA 2017 Informationsfrühstück
Wien, 8. März 2017

EPSA 2017: Ablauf, Einreichprozess und FAQs
Julia Bosse, EPSA 2017 Project Officer & Regional Category Leader, EIPA Barcelona
The roadmap

13 February
Official launch of the EPSA 2017

13 February – 13 April
Submission of online applications

March
Information Days throughout Europe

May
Online Evaluation

June
Consensus Meeting

July-September
Onsite visits to shortlisted projects

September
Jury Meeting: Final selection

Mid-November
Final Award Ceremony in Maastricht (NL)

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• All European public sector institutions from all levels, as well as public sector enterprises, agencies or public-private partnerships. The lead applicant – in any case - must be a public sector actor.

1. Special invitation for projects tackling the integration of migrants and marginalised groups
2. Special encouragement to projects benefitting from EU supportive actions, such as the European Social Fund (ESF) Thematic Objective 11
3. Former EPSA projects can be re-submitted if they are adapted, updated or have achieved significant results in comparison to the last submission

• Application Period
13 February until 13 April 2017 (24hrs)
Eligibility criteria

- **The lead applicant** is a public sector entity
- **European geographical origin** of the applicant
- **Compliance with the theme** of the EPSA 2017 competition;
- The application/project/case must have been in operation long enough to have **proven evidence of impact** and a **tangible result**;
- **Completed application form**;
- Confirmation that the application has been submitted
- The working language of the EPSA 2017 is **English**
Application process

Registration
www.epsa2017.eu

Completion and submission of the application form

Login data via e-mail

E-mail confirmation and notification of application process

E-mail notification + EPSA registration No.

Eligibility check

E-mail notification why the application is not eligible.

Evaluation process starts for EIPA

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Application form

PART A

✓ Administrative and basic information.
✓ Select administrative category.
✓ Contact details of lead applicant.
✓ Other applicants.
✓ Case description – summary – 2500 – 5000 characters. **NB !! Very important part**
Application form

PART B

✓ Background – reasons for the project.
✓ Objectives – general and specific.
✓ Inputs – budget, man days etc.
✓ Implementation – management and processes.
✓ Innovation features – the novelty of the method.
✓ Results – qualitative performance measurement.
PART B (continued)

- **Stakeholder involvement** – who and how were actors involved.
- **Social inclusion** – in which way disadvantaged groups were involved/considered.
- **Sustainability** – embedding in future activities.
- **Transferability** – possibilities for replication.
PART C

✓ **Reference documents** - Possible to upload 10MB of most relevant documents.

✓ **Links** – list of relevant links.

✓ **Legal notice** and approval of publishing a *general statement of the evaluation*
Evaluation process

STEP 1: Individual online evaluation
By each evaluator, in isolation and remotely based. Each project will be evaluated by impartial evaluators.
Date: May 2017

STEP 2: Consensus meeting
To reach a commonly agreed list of ranked projects per category, including the best practice certificate recipients; and to agree on top-ranked shortlisted projects for onsite visits.
Date: June 2017

STEP 3: Onsite validation visits
To shortlisted projects for validation and verification purposes.
Period: July to mid-September 2017

STEP 4: Jury meeting
To select and decide on the EPSA 2017 nominees and winners.
Date: September 2017

The EPSA 2017 team provides a provisional ranking list based on the total scores.

The EPSA / EIPA team will report on the outcome based on the 3 previous steps.
Evaluation criteria

1. **Innovation:** i.e. the novelty of the solution, the degree to which the case shows a leap of creativity in the practice of public administration and demonstrates something different that goes beyond what currently exists.

2. **Stakeholder involvement:** i.e. the case shows evidence of stakeholder involvement

3. **Relevance of actions taken:** i.e. the particular needs and constraints of the context, the target groups and final beneficiaries, and how the actions address their real needs.

4. **Impact/results:** i.e. the realisation of planned objectives and activities; the illustration of proven evidence of benefits, visible impact and tangible results,

5. **Sustainability:** i.e. the case shows or describes elements which allow it to be sustained, including considerations of financial sustainability.

6. **Transferability and learning capacity:** i.e. the case has potential value and lessons to be learnt for other entities because it provides the potential for successful replication in other contexts

7. **Social inclusion:** i.e. the case provides evidence of consideration and application of diversity issues
Many good reasons to participate in the EPSA 2017

• Your projects will be showcased, rewarded and to benefit from an increased visibility at European level
• You will become part of a network of European excellence
• An external assessment (the Evaluation Summary Notes) is conducted of your project’s potential at the European level
• Benefit from new collaboration opportunities.
• EPSA is an excellent opportunity to show appreciation to your employees and partners
• Online application – simple and straightforward and free of charge
• Paid travel and hotel accommodation for EPSA 2017 nominees participating in final event in Maastricht in November 2017.
The EPSA 2017 Team

Harry Scholtens (NL)
EPSA 2017 Project Leader; Supra-Local and Local category leader; EIPA Expert

Michael Burnett (UK)
EPSA 2017 Theme Leader; European and National category leader; EIPA Expert

Julia Bosse (DE)
EPSA 2017 Project Officer; Regional category leader; EIPA Research Assistant

Claude Rongione (IT)
EPSA 2017 Information Officer

Jolanda Peters (NL)
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Become a member of the 
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