

June 2020

NCP Academy 2

D3.1 Report: Concept for NCP knowledge hub [due month 24 – October2020]

The **concept** for the knowledge Hub (KH) has been **developed in several steps and consultation moments**, and is now on-line on the website of the NCP Academy (<https://www.ncpacademy.eu/>), on the entry page for the Knowledge Hub, **with the title “Guidance Note”** (see image below and document at the end of report).

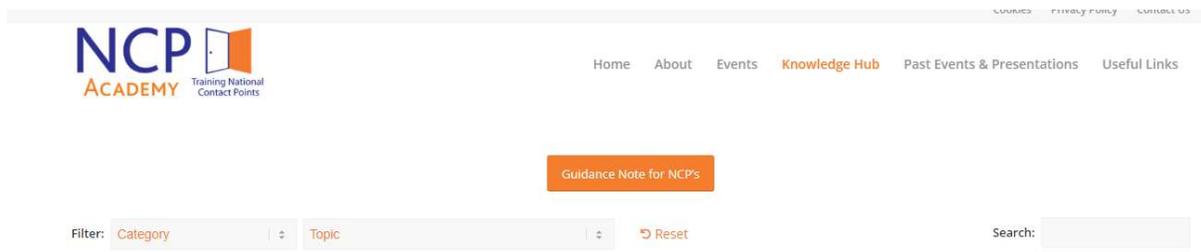


Figure 1. Print Screen of the entry page of the Knowledge Hub of the NCP Academy (accessible on the project website). At the top you may access the “Guidance Note for NCPs”.

The lead partner (FCT) has worked from the text in the GA as a starting point and performed a brainstorming resulting in **defining what an operational KH could be** as well as listing the key points that, in order to achieve that, should be discussed and defined with **both the NCP Academy consortium and the NCP Network Projects**. This was made in accordance with the co-lead (EI), that maintains the website of the project.

On the regular **teleconference meetings of the NCP Academy**, the concept and key points have been discussed, and feed-back was requested and collected. During the **consortium meeting there was a face-to-face presentation of the work-in-progress and a consultation on the partners’ opinions** (Vienna 18&19 June 2019, Agenda Item 3).

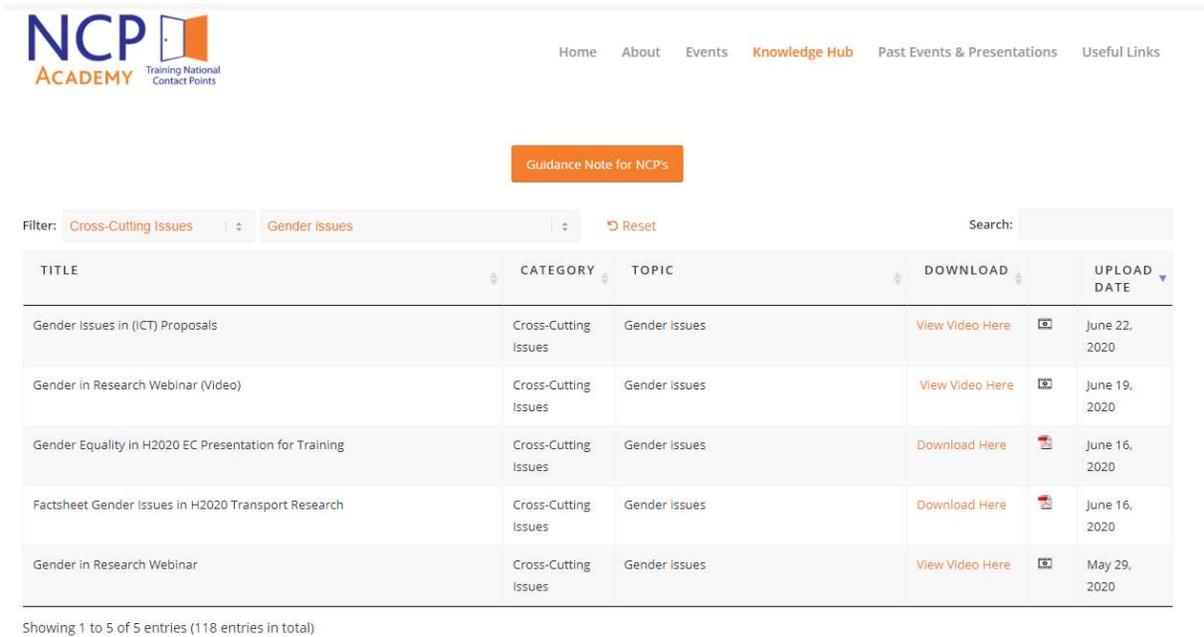
Regarding **NCP Network Projects involvement**, this was made in collaboration with Task 3.2 (lead by APRE). There was a first **on-line consultation moment** where the first ideas were presented (January 2019), and a **face to face interactive workshop** (M&E NCP Academy/NCP-Network Projects - Knowledge Hub: Collecting and organizing information from NCP to all NCP, Rome 6 November 2019). The M&E started with an open discussion about the **pilot of the KH that should run with a vision for the future** (able to accommodate transition to Horizon Europe), and about the best way of collecting and selecting materials; this was followed by group work on how to organize materials in an ideal KH (and those that should be included in the first pilot). The NCP Network projects agreed

they would provide materials in the following months, that would be collected in an organized fashion.

Of the 15 NCP Network projects contacted, 12 provided materials (including the NCP Academy). A couple of NCP Network projects indicated they had never produced materials of general interest, and one indicated that could not provide materials because they should have restricted access, and that would not be the case for the KH in preparation.

In addition to collecting materials from the NCP Networks, materials from the NCP Academy were also collected; the partner BF has collaborated on selection of L&F materials.

The materials have been made available directly on-line by EI, that is responsible for the website of the project. They may be retrieved by category and topic, or by a search function (see image below).



The screenshot shows the NCP Academy Knowledge Hub interface. At the top, there is a navigation menu with links for Home, About, Events, Knowledge Hub (highlighted), Past Events & Presentations, and Useful Links. Below the navigation is a search bar and a filter section. The filter section shows 'Cross-Cutting Issues' selected for the category and 'Gender Issues' selected for the topic. A 'Reset' button is also present. Below the filter section is a table of materials. The table has columns for TITLE, CATEGORY, TOPIC, DOWNLOAD, and UPLOAD DATE. The table contains five entries, all of which are filtered by the selected category and topic. The first entry is 'Gender Issues in (ICT) Proposals' with a 'View Video Here' link and an upload date of June 22, 2020. The second entry is 'Gender in Research Webinar (Video)' with a 'View Video Here' link and an upload date of June 19, 2020. The third entry is 'Gender Equality in H2020 EC Presentation for Training' with a 'Download Here' link and an upload date of June 16, 2020. The fourth entry is 'Factsheet Gender Issues in H2020 Transport Research' with a 'Download Here' link and an upload date of June 16, 2020. The fifth entry is 'Gender in Research Webinar' with a 'View Video Here' link and an upload date of May 29, 2020. Below the table, it says 'Showing 1 to 5 of 5 entries (118 entries in total)'.

TITLE	CATEGORY	TOPIC	DOWNLOAD	UPLOAD DATE
Gender Issues in (ICT) Proposals	Cross-Cutting Issues	Gender issues	View Video Here	June 22, 2020
Gender in Research Webinar (Video)	Cross-Cutting Issues	Gender issues	View Video Here	June 19, 2020
Gender Equality in H2020 EC Presentation for Training	Cross-Cutting Issues	Gender issues	Download Here	June 16, 2020
Factsheet Gender Issues in H2020 Transport Research	Cross-Cutting Issues	Gender issues	Download Here	June 16, 2020
Gender in Research Webinar	Cross-Cutting Issues	Gender issues	View Video Here	May 29, 2020

Figure 2. Print Screen of materials selected for category “Cross-cutting Issues” and Topic “Gender Issues” in the first Knowledge Hub for NCPs of the NCP Academy, online since June 2020.

KNOWLEDGE HUB



Guidance Note for National Contact Points

To all NCP, be welcome!

Here you may find relevant content produced by NCP to all NCP.

Materials have been produced in the frame of NCP Network projects.

Due to their high interest and relevance to all NCP, they were selected by the NCP Network projects to be shared in this common space.

The current Knowledge Hub is intended to be particularly useful for new NCP but may also be of use for NCP of all levels of experience.

The documents are not edited by the NCP Academy, and quality checks have not been performed.

They have been organized by subject; they can all be read independently of each other, with no predetermined order. Each topic of interest to all NCP may contain different materials with redundant information: each NCP chooses the adequate materials.

The collection of materials does not reflect positions or opinions of the NCP Academy.

One document was included that has been produced by the European Commission: The Minimum standards and Guiding principles for setting up systems of National Contact Points (NCP systems) under Horizon 2020.

The purpose is to provide relevant information for the NCP professionalized job, share best practices and support the objective that all NCP have access to the same information to serve the community.

The NCP Knowledge Hub is among the tangible outputs of the stable and fruitful collaboration among all NCP Network Projects running in recent years. Thank you to all the NCP colleagues and EC funded NCP Projects who have actively contributed to this first release on NCP Knowledge Hub!