

**PROJECT NO. - CA 016228**

**PROJECT ACRONYM - SKEP**

**PROJECT TITLE –**

‘Scientific Knowledge for Environmental Protection – Network of funding Agencies’

**INSTRUMENT:** ERA-NET (CA)

**THEMATIC PRIORITY:** Environment

## **INTERIM ACTIVITY REPORT**

**PERIOD COVERED:** From 01 June 2007 to 01 December 2007

**DATE OF PREPARATION:** 15 January 2008

**START DATE OF PROJECT:** 01 June 2005

**DURATION:** 4 Years

**PROJECT CO-ORDINATOR NAME:** Dr Simon Gardner

**PROJECT CO-ORDINATOR ORGANISATION NAME:** Environment Agency for  
England and Wales

## **SECTION 1 – PROJECT OBJECTIVES AND MAJOR ACHIEVEMENTS DURING THE REPORTING PERIOD**

The SKEP network brings together the key funders of national research programmes to facilitate the improvement of science-into-policy processes and evidence-led modern regulation. A key element of this is to create structures which allow network members to generate knowledge in collaboration and improve links with high-level policy-makers. It also aims to enhance the value of research in meeting the needs of policy makers, and those who implement regulation, by sharing good practice in research management and dissemination.

At the 36 month stage, network activities are advancing according to the outline schedule set out in the Description of Work (DoW). Significant progress has been made in all four ongoing Work Packages, and value-added activities are being undertaken in the remaining Work Packages.

Two project Deliverables are presented in conjunction with this interim progress report:

- **Deliverable 5.2 – ‘Action plan for joint call including list of projects for main joint call for proposals’**

An action plan has been developed for the main SKEP joint call, which is planned for launch in January 2009. This action plan includes a route-map detailing the sequence and timing of activities which will contribute towards the co-ordination of the main call. It also includes a list of provisional themes and research topics which are being considered for inclusion by the SKEP consortium.

- **Deliverable 6.3 – ‘Summary of perceptions and science needs of policy makers and operational staff based on questionnaire results for the selected issue’**

During the last 6 months, MEDAD and ADEME have designed an online questionnaire about environmental opportunities and risks of Nano-Bio-Info-Cogno (NBIC) convergence which has been sent to a large panel of European experts, operational staff and stakeholders. The results of this survey have been analysed in Deliverable 6.3 and will be used during the forthcoming Work Package 6 workshop in February 2009.

Some formal changes to the Description of Work are required at the 36 month stage of the ERA-NET (December 2007) in order to reflect the evolution of the project, and applications for the addition of new participants.

Successful project meetings have taken place for Work Package 1 (‘Management and Co-ordination’), and Work Package 5 (‘Plan and develop collaborative work areas’). These included the following:

**Network Steering Committee** (26<sup>th</sup> June 2007, Brussels, Belgium)

**Work Package Leaders meeting** (20<sup>th</sup> November 2007, Brussels, Belgium)

**Call Steering Committee (CSC) meetings** (3<sup>rd</sup> September, telecon; 10<sup>th</sup> October, London, UK; and 19<sup>th</sup> - 20<sup>th</sup> November 2007, Brussels, Belgium)

## SECTION 2 – WORK PACKAGE PROGRESS OF THE PERIOD

### Work Package 1 – ‘ERA-NET management and co-ordination’

Start date: 0m; End date: 48m

Milestones and expected result	Status
M1.0 (0 month) Inception meeting	Completed (20 <sup>th</sup> -21 <sup>st</sup> June 2005) ✓

**Progress report:** *The management and co-ordination of the SKEP ERA-NET led by the Environment Agency (England and Wales) is progressing according to the Description of Work (Annex I).*

Main activities initiated by the co-ordination team (Environment Agency - England and Wales) months 24 – 30 included:

- The creation of a SKEP Joint Call Secretariat
- The production of a new \*.html-based monthly newsletter;
- A series of new communications products were created for the network including an executive newsletter for external stakeholders and SKEP mousemats;
- Please refer to Section 3, ‘Consortium Management’, for further details of co-ordination team activities

### Work Package 2 – ‘Exchange of research programme information’

Start date: 0m; End date: 24m

Milestones and expected result	Status
M.2.1 (6m) – Workshop to review existing systems and finalise specifications for information tool and analysis.	Completed (5 <sup>th</sup> -6 <sup>th</sup> December 2005) ✓
M.2.2 (12m) – Information available on live web site.	Completed (30 <sup>th</sup> June 2006) ✓
M.2.3 (24m) – Portfolio analysis including the identification of areas for information sharing and collaboration to feed into other work packages.	Completed (30 <sup>th</sup> June 2006) ✓

Deliverables	Status
D.2.1 (12m) – Web-based information tool (linked to other EC tools)	Completed (30 <sup>th</sup> June 2006) ✓
D.2.2 (24m) – Portfolio analysis of research programmes.	Completed (30 <sup>th</sup> June 2007) ✓

**Progress Report:** *Work Package 2, being led by the Environment Agency (England and Wales) is progressing according to the Description of Work (Annex I).*

Core activities of Work Package 2 concluded in month 24 of the project. However, some additional value-added work is still being conducted where appropriate. Activities undertaken by the *Environment Agency for England and Wales* during months 24 - 30 have included:

- The placement online of a series of further data-visualisation tools for viewing the research information on the SKEP database. These use the software package Omnigator<sup>®</sup> to produce dynamic topic maps;

- The preparation of a paper for publication, in conjunction with WRC, detailing the methodology and classification framework which facilitated the strategic assessment of research priorities as part of Work Package 2;

Further information on the progress of SKEP Work Package 2 can be viewed at: <http://www.skep-era.net/site/81.asp>

### Work Package 3 – ‘Best practise in research management’

Start date: 0m; End date: 24m

Milestones and expected result	Status
M.3.1 (5m) – A questionnaire is developed and tested.	<b>Completed</b> (August-November 2005) ✓
M.3.2 (12m) – End of analysis of good practice in programme management.	<b>Completed (June 2006)</b> ✓
M.3.3 (24m) – End of analyses of common evaluation procedures.	<b>Completed (June 2007)</b> ✓

Deliverables	Status
D.3.1 (12m) – A report on analysis of questionnaire results, interviews and workshop – Guidelines for good practice in programme management.	<b>Completed (June 2006)</b> ✓
D.3.2 (24m) – Guidelines on common evaluation procedures.	<b>Completed (June 2007)</b> ✓

**Progress Report:** *Work Package 3, being co-lead by the Finnish Ministry of Environment (FiMoE) and Finnish Environment Institute (SYKE) is progressing according to the Description of Work (Annex I).*

Core activities of Work Package 3 concluded in month 24 of the project. However, some additional value-added work is still being conducted where appropriate. Activities undertaken by the *Finnish Ministry of Environment (FiMoE) and Finnish Environment Institute (SYKE)* during months 24 - 30 have included:

- Participation in a video-conference on the 11<sup>th</sup> October between the EA, SYKE, FiMoE and SwEPA to discuss how to add value to SKEP science-policy activities;
- Preparation of a SYKE report in order to formally publish Deliverable 3.2;
- To prepare a Finnish publication of the work conducted;
- To attempt to provide a synthesis of science-policy work undertaken by ERA-NETs;
- To conduct an evaluation of SKEP pilot joint call activities in order to derive ‘lessons learnt’;

Further information on the progress of Work Package 3 can be viewed at: <http://www.skep-era.net/site/79.asp>

### Work Package 4 – ‘Dissemination and implementation of research’

Start date: 12m; End date: 36m

Milestones and expected result	Status
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M.4.1 (18m) – A questionnaire is developed and tested.	<b>Completed (01 June 2006) ✓</b>
M.4.2 (36m) – The identification of topic of dissemination and implementation to feed into WP5	<b>On time</b>

<b>Deliverables</b>	<b>Status</b>
D.4.1 (24m) – A report on current activities in the dissemination, implementation and use of research is produced.	<b>Completed (June 2007) ✓</b>
D.4.2 (36m) – Guidelines for better dissemination and implementation of research for specific target groups.	<b>On time</b>

**Progress report:** *Work Package 4, being led by the Swedish Environment Protection Agency (SwEPA) is now working on Deliverable 4.2, the production of guidelines for better dissemination and implementation of research for specific target groups.*

Main activities initiated by the *Swedish Environment Protection Agency (SwEPA)* during months 24 - 30:

- The preparation of a SwEPA publication for SKEP Deliverable 4.1;
- Participation in a video-conference on the 11<sup>th</sup> October between the EA, SYKE, FiMoE and SwEPA to discuss how to add value to SKEP science-policy activities;
- Submission of a paper to the European Consortium for Political Research (ECPR) workshop at the University of Rennes concerned with, 'The politics of evidence-based policy making';

Further details of SKEP Work Package 4 can be accessed at: <http://www.skep-era.net/site/82.asp>

### **Work Package 5 – 'Plan and develop collaborative work areas'**

**Start date: 18m; End date: 45m**

<b>Milestones and expected result</b>	<b>Status</b>
M.5.1 (18m) – Workshop to identify participants and thematic issues for pilot joint call	<b>Completed (12<sup>th</sup> December 2006) ✓</b>
M.5.2 (24m) – Launch a small-scale project or test joint call for proposals	<b>Completed (21<sup>st</sup> June 2007) ✓</b>
M.5.3 (36m) – Identification of participants and thematic issues for main joint call	<b>On time</b>
M.5.4 (45m) – Launch main joint call for proposals	<b>On time</b>

<b>Deliverables</b>	<b>Status</b>
D.5.1 (18m) – List of projects for small-scale pilot or test joint call for proposals	<b>Completed (21<sup>st</sup> December 2006) ✓</b>
D.5.2 (30m) – Action plan for joint call including list of projects for main joint call for proposals	<b>Completed (1<sup>st</sup> December 2007) ✓</b>
D.5.3 (48m) – Report reviewing experience of joint calls for proposals	<b>On time</b>

**Progress report:** *Work Package 5 is being lead by the Irish Environment Protection Agency (IEPA). On the 24<sup>th</sup> October 2006 Jon Greaves, from the Environment Agency for England and Wales was seconded to IEPA in order to assist with Work Package 5 activities.*

Main activities initiated by the *Irish Environmental Protection Agency (IEPA)* during months 24 - 30:

### **1<sup>st</sup> Pilot Joint Call**

The first SKEP pilot call was launched on the 21<sup>st</sup> June 2007 using a virtual common pot approach. Nine SKEP participants contributed funds to this joint call, pooling funds in excess of €500k. The pilot call concentrated on two topic areas within the sphere of sustainable consumption and production:

- (i) 'A review of environmental accounting approaches associated with the consumption of imported goods and services'
- (ii) 'An assessment of the interplay between environmental regulation and market forces with respect to the building and construction industry'.

A Call Steering Committee (CSC) was constituted, in parallel with a joint call secretariat, in order to co-ordinate the 1<sup>st</sup> SKEP pilot call. The CSC met on the 3<sup>rd</sup> September, 10<sup>th</sup> October and 19<sup>th</sup> - 20<sup>th</sup> November 2007. These meetings were used to discuss the following issues:

- Scoping and prioritisation scores by funding organisations for individual proposals
- Independent peer review scores for bids by research consortia
- The ranking of bids received
- The scope for cross-funding between organisations, in order to maximise the number of funded proposals
- The awarding of grants by the CSC to successful bidders and the signing of contracts

### **2<sup>nd</sup> Pilot Joint Call**

The second SKEP pilot call is intended to be launched in January 2008, using a true common pot approach. Six SKEP participants will contribute funds to this joint call, pooling funds in excess of €300k. This second pilot call will concentrate on two topic areas within the area of science-into-policy processes:

- (i) 'An assessment of current approaches towards the evaluation of the uptake, and impact of , research projects and programmes by environmental policy makers'
- (ii) 'An assessment of lessons learnt in the communication and dissemination of emerging scientific issues to environmental policy makers'

A separate working group, chaired by SYKE, has been created which will evaluate these pilot joint call activities. Thus allowing lessons learnt to influence the planning and co-ordination of the main SKEP call.

### **Main SKEP Call**

The main SKEP joint call is planned for launch in January 2009. An open discussion between SKEP consortium members was initiated on the 1<sup>st</sup> August 2007 concerning the themes and topic areas for potential inclusion in the main call. This debate was conducted via the SKEP network website, where members could post comments on proposed research topics.

Further details of SKEP joint call activities are available on the network website at:  
<http://www.skep-era.net/site/61.asp> .

## Work Package 6 – ‘Investigate emerging issues for future research planning’

Start date: 12m; End date: 36m

Milestones and expected result	Status
M.6.1 (24m) – Identification of current horizon scanning and identification of one emerging issue to be investigated	<b>Completed (15<sup>th</sup> July 2007) ✓</b>

Deliverables	Status
D.6.1 (18m) – Report on current practices for research planning and ‘horizon scanning’ in Member States	<b>Completed (20<sup>th</sup> December 2006) ✓</b>
D.6.2 (24m) – Completed literature review of one issue to be investigated	<b>Completed (15<sup>th</sup> July 2007) ✓</b>
D.6.3 (30m) – Summary of perceptions and science needs of policy makers and operational staff based on questionnaire results for the selected issue	<b>Nearing completion (15<sup>th</sup> January 2008) ✓</b>
D.6.4 (36m) – Report on the workshop explaining the decisions and recommendations for future research, and preparing ideas for future joint calls	<b>On time</b>

**Progress report:** *Work Package 6 is being co-led by the French Ministry of Ecology & Sustainable Development (MEDD) and the French Agency of the Environment and Energy Control (ADEME). This work package is progressing according to the Description of Work (Annex I).*

Main activities initiated by the French Ministry of Ecology & Sustainable Development (MEDD) and the French Agency of the Environment and Energy Control (ADEME) between months 24 - 30:

MEDAD continued their work on gathering references and scientific materials on Nano-Bio-Info-Cogno technologies and identifying scientists, experts, operational staff and stakeholders in this field.

MEDAD and ADEME attended a 2 day meeting with the Horizon Scanning (HS) team of the EA in the July 2007 in Bath, in order to exchange information on Nano-Bio-Info-Cogno (NBIC) convergence. This led to closer HS team involvement and input to WP6 work.

MEDAD and ADEME set up a large WP6 steering committee including SKEP members from 6 different countries and various experts (physics, biology, toxicology, engineering, sociology, law, economics, philosophy). About 10 people outside ADEME and MEDAD have joined this steering committee that operates without additional cost. Two major meetings were held in Paris (12<sup>th</sup> of July 07 on the literature review and the major themes to structure the final workshop of 2008; 8<sup>th</sup> of November 07 on the questionnaire, the identification of experts and stakeholders and the organisation of the final workshop).

MEDAD and ADEME completed Deliverable 6.2 (literature review) in July 2007 and produced a 4 page leaflet about the environmental risks and opportunities associated with converging technologies (short presentation of the convergence of NBIC technologies, major stakes for environmental protection and the work of SKEP ERA-Net on this issue) to promote SKEP WP6 activities within and outside participants’ organisations. This document has been circulated to all SKEP participants and is downloadable on SKEP website. This promotion of WP6 aims at achieving greater visibility and participation in future events (questionnaire and workshop) and preparing for the integration of WP6 outputs into the final joint call.

MEDAD and ADEME designed an online questionnaire about environmental opportunities and risks of NBIC convergence sent to a large panel of European experts, operational staff and stakeholders. The results of this survey will be analysed in deliverable 6.3 and used during WP6 workshop in February 2009.

Further information on the progress of SKEP Work Package 6 can be viewed at: <http://www.skep-era.net/site/80.asp>

## **SECTION 3 – CONSORTIUM MANAGEMENT**

### **A. Consortium management tasks**

There have been no substantive problems experienced in the management of the consortium over the first 30 months of the project. Issues arising can generally be partitioned into the following areas (additional information can be derived from the SKEP 18m periodic management report):

#### **1. Contract/Description of Work changes**

The changes to organisation name changes and general staff changes were notified to the Commission via a request for change letter, forms A2 and updated Contract Preparation Forms and Annex I, Description of Work in October 2006 were formally accepted by the Commission in April 2007.

In summary these covered a change in organisation name for Participant 8, Fg-ENED and Participant 11, MSHE and the inclusion of a 3<sup>rd</sup> party for Participant 10, VROM. The Commission included a change in name for Participant 9, IMELS at the same time that was not formally requested in our letter.

The Contract Preparation Forms covered these changes and additional changes in staff and positions with the organisations taking part in SKEP: contact names for Participant 1 (EA: Simon Gardner), Participant 2 (SwEPA: Jennie Savgård), Participant 11 (MSHE: Arkadiusz Linowski). Authorised signatory and contact details for participant 13 (RCN:Dr Anne Kjersti Fahlvik, Executive Director of Division); and role change for John Seager, the 2<sup>nd</sup> authorised signatory for participant 1 (EA).

The Coordination team submitted a 2<sup>nd</sup> request for changes to the contract in October 2008 through a formal letter, forms A2 and B, updated Annex I, Description of Work and Contract Preparation Forms (CPFs). These included a name change for Participant 5 (MEDAD) and the inclusion of two new participants, Participants 16, the German Federal Environment Agency / *Umweltbundesamt* (UBA) and 17, the Romanian Ministry of Education and Research – National Authority for Scientific Research / *Ministerul Educatiei si Cercetarii – Autoritatea Nationala pentru Cercetare Stiintifica* (ANCS).

The CPF changes included changes to the legally registered address for Participant 2 (SwEPA), first authorised signatory and Network Steering Committee member for Participant 4 (IEPA: Micheal Lehane) and contact person for Participant 11 (MSHE: Agnieszka Mierzyńska).

#### **2. The inclusion of 3<sup>rd</sup> Parties**

No further 3<sup>rd</sup> party arrangements are foreseen at this time.

### **3. The inclusion of new participating organisations**

Two new organisations, German Federal Environment Agency (*Umweltbundesamt*) and the Romanian Ministry of Science and Education (*Ministerul Educatiei si Cercetarii*) became full participants in the network on the 1<sup>st</sup> of October 2007, subject to European Commission approval.

### **4. Changes in the nature of consortium participants**

A number of participating organisations within the SKEP ERA-NET consortium have undergone changes to either their name, or their legal basis, over the last 6 months.

Changes to the Polish research funding system have resulted in the creation of the National Centre for Research and Development (*Narodowe Centrum Badań i Rozwoju - NCBiR*). The creation of the Centre was based on the Act of 15 June 2007 on the National Centre for Research and Development that was agreed by the Polish Parliament. The NCBiR has the status of a national agency and is a public legal entity tasked with the implementation, funding and managing strategic scientific research and experimental development programs. The strategic national scientific research and experimental development programs shall be financed from public funds transferred to the Centre. Although the financial plan of the Centre will be approved by the Minister of Science and Higher Education, the Centre is independent in managing these funds.

Therefore, the National Centre for Research and Development is eligible to participate in the ERA-NET scheme and the SKEP network has been requested to replace the following participating organisations with the NCBiR, who will take up all existing contractual rights and obligations:

**Participant 11: MSHE.** The Polish Ministry of Science and Information Society Technology (*Ministerstwo Nauki i Informatyzacji*).

**Participant 12: IEP.** The Polish Institute of Environmental Protection (*Instytut Ochrony Środowiska*).

We will submit a formal request for this change according to the advice of our EC Project Officer.

### **B. Sub-contractors**

There have been no changes in sub-contracting since the previous (12m - 18m) report to the Commission.

### **D. Co-operation with other projects/programmes:**

The SKEP project has co-operated in months 18 - 24 with the following initiatives:

- The UK Environmental Research Funders Forum (ERFF) – continuing progress meetings with this domestic analogue of the SKEP project.
- Other ERA-NETS - links have been made to share experience and expertise of the ERA-NET scheme and to discuss opportunities for co-operative working between ERA-NETS. This includes SNOWMAN, EUWI, CRUE, CIRCLE and ERA ENV-HEALTH

## **Section 4 – Other issues**

No other issues are foreseen at this time.

## ANNEX

### Annex 1: Use and dissemination

#### A. Publications

Between month 24 and month 30 of the project, a number of publications and articles have been produced. A proportion of which have been additionally disseminated via our project website at <http://www.skep-era.net>

Date	Type	Type of audience	Countries addressed/size of audience	Partner involved/responsible	Venue	Description
September 2007	Matrix	RE	SKEP network members and key external stakeholders.	IEPA	Not Applicable	Matrix detailing a list of thematic areas and projects for potential inclusion in the main SKEP joint call published in the SKEP website's Member's Section.
October 2007	Brochure	PU	External stakeholders, SKEP network members.	MEDAD, ADEME	Not Applicable	An overview of the aims and objectives of SKEP Work Package 6.
October 2007	Brochure	PU	External Stakeholders, European Commission	EA	Not Applicable	An overview of the aims and objectives of the SKEP network in the form of an Executive Newsletter. Available in printed form or as a *.pdf download.

In addition to the publications cited above, two SKEP work package deliverables were produced in the last 6 month period of the project. These reports have been disseminated on the SKEP ERA-NET website. These are:

- **Deliverable 5.2 – ‘An action plan for the joint call, including a list of projects for main joint call for proposals’**  
 A report produced by Dr Shane Colgan of the Irish Environmental Protection Agency (IEPA), outlining a timeline and action plan for the co-ordination of the main SKEP joint call in 2009, and a provisional list of topic areas for this research call.
- **Deliverable 6.3 – ‘Summary of perceptions and science needs of policy makers and operational staff based on questionnaire results for the selected issue’**  
 A report produced by the French Ministry of Ecology, Sustainable Development and Land Use (MEDAD) and the Agency of the Environment and Energy Control (ADEME), which reviewed the questionnaire responses on the environmental opportunities and risks of NBIC convergence sent to a large panel of European experts, operational staff and stakeholders. The analysis of responses will be used during the forthcoming WP6 workshop in February 2009.

## B. Presentations and meetings

Between month 24 and month 30 of the project, a number of representations at meetings, and presentations on the aims and objectives of SKEP were delivered:

Date	Type	Type of audience	Countries addressed/ size of audience	Partner involved/ responsible	Venue	Description
<b>20<sup>th</sup> June 2007</b>	Meeting	RE	Environment Agency Science Programme Managers	EA	Bristol, UK	Presentation of the value and contribution of the SKEP network to Programme Managers.
<b>24<sup>th</sup> October 2007</b>	Meeting	RE	Environment Agency Science Programme Managers	EA	Bristol, UK	Presentation of SKEP Deliverable 2.2, a strategic assessment of research portfolios across the SKEP consortium.
<b>26<sup>th</sup> October 2007</b>	Meeting	RE	UK ERA-NET participants	EA	London, UK	SKEP contribution to a meeting of UK ERA-NET participants hosted by the Department of Innovation, Universities and Skills (DIUS).
<b>30<sup>th</sup> October 2007</b>	Meeting	RE	Environmental ERA-NET co-ordinators meeting, DG-RTD, DG-ENV staff	EA	Brussels, Belgium	The SKEP network made a contribution to a roundtable discussion on the development of a roadmap for environmental ERA-NETs in FP7.
<b>19<sup>th</sup> December 2007</b>	Presentation	RE	European Commission, DG-Environment staff	EA	Brussels, Belgium	Presentation on the aims and objectives of the SKEP network, and its Deliverables in the first two years of its existence.
<b>19<sup>th</sup> December 2007</b>	Presentation, Meeting	RE	European Commission, DG-Research	EA	Brussels, Belgium	Presentation on the aims and objectives of the SKEP network, and its Deliverables in the first two years of its existence.
<b>12<sup>th</sup> December 2007</b>	Presentation	RE	Environment Agency staff	EA	Bristol, UK	A presentation on the aims and objectives of the SKEP network to Environment Agency staff as part of a "lunch and learn" session.

13 <sup>th</sup> December 2007	Promotional stall	RE	External stakeholders	EA	London, UK	A SKEP information stall promoting the activities of the network at the Environmental Agency's 'Science Day' at the Royal Geographical Society in London.
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### C. SKEP ERA-NET Website

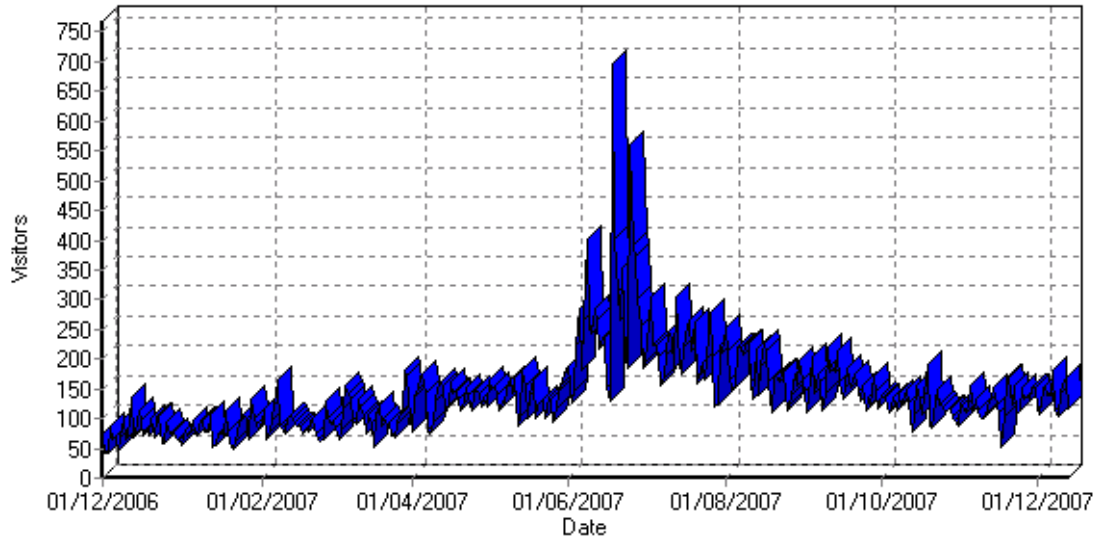
The project website ([www.skep-era.net](http://www.skep-era.net)) launched in October 2005 has continued development during months 24-30 of the project to increase the amount of information included and therefore its role as a communication tool. This developmental work has focused in particular on the expansion of content for the planning of joint call activities.

The SKEP ERA-NET project website was launched on the 31<sup>st</sup> of October 2005. During this time, significant increases have been seen in all indices of the websites usage (see summary table below). Between months 24 and 30 of the project, a significant rise in hits to the website was recorded as the first pilot joint call was advertised. An increase of 65% in total hits (compared to the previous reporting period), and of 121% in unique IPs was registered.

### Summary

Time range	1 <sup>st</sup> December 2006 to 1 <sup>st</sup> June 2007 (last 6 month reporting period)	31 <sup>st</sup> October 2005 to December 2007
Project duration	Month 18 to Month 24 (% change from the previous 6 month reporting period)	Website launch to present
<b>Hits</b>		
Total Hits	301,820 (+65.3%)	499,113
Average Hits per Day	1,640 (+63.5%)	1,320
Average Hits per Visitor	9.61 (-4.0%)	9.33
<b>Page Views</b>		
Total Page Views	84,637 (+69.3)	139,968
Average Page Views per Day	469 (+71.2%)	370
Average Page Views per Visitor	2.59 (-1.5%)	2.62
<b>Visitors</b>		
Total Visitors	32,693 (+72.1%)	53,480
Average Visitors per Day	177 (+70.2%)	141
Total Unique IPs	8,207 (+121.7%)	11,501

Graph of the increase in project website usage from launch until the present, including the launch of the first SKEP joint call on the 21<sup>st</sup> June 2007.



## ANNEX 2: MILESTONES AND DELIVERABLES

### Milestones list for the SKEP ERA-NET

Month	Milestone Delivery	Milestone No.	Status
0m	Inception meeting	M.1.0	Completed
5m	A questionnaire is developed and tested to analyse good practice in programme management	M.3.1	Completed
6m	Workshop is held to review existing systems and finalise specifications for information tool and analysis.	M.2.1	Completed
12m	Information tool available on live SKEP web site.	M.2.2	Completed
12m	Analysis of good practice in programme management is completed	M.3.2	Completed
18m	Analysis of common evaluation procedures is completed	M.4.1	Completed
18m	Workshop to identify participants and thematic issues for pilot joint call	M.5.1	Completed
24m	Portfolio analysis including the identification of areas for information sharing and collaboration is completed	M.2.3	Completed
24m	Analysis of common evaluation procedures is completed	M.3.3	Completed
24m	Identification of current horizon scanning and identification of one emerging issue is completed and feeds into WP5	M.6.1	Completed
24m	A small-scale pilot or test joint call for proposals is launched	M.5.2	Completed
36m	The topic of dissemination and implementation feeds into WP5	M.4.2	
36m	Identification of participants and thematic issues for main joint call is completed	M.5.3	
45m	Launch main joint call for proposals	M.5.4	

## 1.2 Deliverables list for the SKEP ERA-NET

Deliverable No. <sup>1</sup>	Deliverable Title	Nature <sup>2</sup>	Dissemination Level <sup>3</sup>	Actual Date Due <sup>4</sup>	Date submitted/ comments
D2.1	Web-based information tool.	O	PU	12	Completed
D2.2	Portfolio analysis of research programmes	R	PU	24	Completed
D3.1	Guidelines for good practice in programme management	R	PU	12	Completed
D3.2	Guidelines for common evaluation procedures	R	PU	24	Completed
D4.1	A report on current activities in the implementation of research	R	PU	24	Completed
D4.2	Guidelines on better dissemination and implementation of research results	R	PU	36	
D5.1	List of projects for small-scale joint call	R	PU	18	Completed
D5.2	Action plan for joint call including list of projects for main joint call calls	R	PU	30	Completed
D5.3	Report reviewing experience of joint calls	R	PU	48	
D6.1	Report on current practices for research planning and 'horizon-scanning' in member states	R	PU	18	Completed
D6.2	Completed literature review of one issue for investigation	R	PU	24	Completed
D6.3	Summary of questionnaire for policy and operational staff to gauge their perceptions, information and science needs	R	PU	30	Completed
D6.4	Report for the workshop explaining the decisions and recommendations for future research	R	RU	36	

### **Key**

<sup>1</sup> Deliverable number in order of delivery dates: D1-Dn

<sup>2</sup> Nature of the deliverable indicated using one of the following codes:

R = Report; P = Prototype; D = Demonstrator; O = Other

<sup>3</sup> Dissemination level indicated using one of the following codes:

PU = Public; PP = Restricted to other programme participants (including the Commission Services);

RE = Restricted to a group specified by the consortium (including the Commission Services);

CO = Confidential, only for participants of the consortium (including the Commission Services).

<sup>4</sup> Month in which the deliverables will be available. Month 0 marking the start of the project, and all delivery dates being relative to this start date.