

## EPOCH BURSARY PLAN 2nd semester 2004

### DRAFT REPORT AND PROPOSALS

#### Courses and bursaries

Due to late announcement, almost all the supported EPOCH courses took place in the month of September 2004. Therefore data are still being elaborated, however preliminary results can be assessed.

There were 5 courses proposed for the EPOCH summer plan.

#	Course title	Organizer	Country	Start date	End date
1	Managing digital archives	U. of York	UK	24/6/2004	26/6/2004
2	Museums and the Internet Presenting Cultural Heritage Resources on-line	CIMEC	RO	20/9/2004	25/9/2004
3	Archaeological and Cultural Heritage Preservation within the Light of New Technologies	Archaeolingua	HU	27/9/2004	2/10/2004
4	Think globally, act locally	U. of York	UK	24/9/2004	27/9/2004
5	Standardization	KU Leuven	BE	30/9/2004	31/9/2004

As shown in the table, one of the courses started in June and due to short notice it was clear that notwithstanding the interesting content it was unlikely that it could benefit of EPOCH support. In fact, 3 foreign participants who could have received an EPOCH bursary had already registered and there was no time for submitting a bid for bursaries.

Another one (No. 5) was cancelled for not reaching the minimum number of participants.

This was the number of candidates for EPOCH bursaries:

#	Course title (approx.)	Organizer	Country	Participants	Foreign	Bids	Accepted
1	Managing digital archives	U. of York	UK	~25	3	0	0
2	Museums and the Internet Presenting Cultural Heritage Resources on-line	CIMEC	RO	~30	8	7	7
3	Archaeological and Cultural Heritage Preservation within the Light of New Technologies	Archaeolingua	HU	~25	5	8	5
4	Think globally, act locally	U. of York	UK	~30	0	0	0
5	Standardization	KU Leuven	BE	(cancelled)			

The reasons for rejection of the bids for course 3 was the ineligibility of candidates: they came from countries outside the FP6 eligible countries and had passed the age limit (i.e. graduated by more than 4 years and were not PhD candidates).

As agreed within the EXC, some rules were interpreted in order to allow larger participation: students from affiliate institutions were supported, after supporting all those endorsed by partners, and PhD students were accepted as well regardless their year of graduation.

Fellowship distribution by gender is the following:

Candidates		Fellows	
Male	Female	Male	Female
6	9	5	7

The following table summarizes the countries of provenance for fellows bidding for EPOCH support:

Country	No. of bids	Accepted	Rejected	Reason of rejection
Bulgaria	3	3	0	
Czech Republic	1	0	1	Age limit
Finland	1	1	0	
Georgia	2	0	2	Outside FP6-EU +age limit
Germany	2	2	0	
Greece	1	1	0	
Hungary	1	1	0	
Israel	2	2	0	
Romania	2	2	0	
Total	15	12	3	
<i>East Europe</i>		6		

It was also agreed with courses 2 and 3 to provide some support for course and training material preparation, in English and the local language (resp. Hungarian and Romanian).

It must be noted two of the course organizers (CIMEC and York) had zero budget.

From a more detailed analysis of bursary bids, it emerges that in several cases candidates' affiliation are not full partners of EPOCH but are "affiliated", i.e. they participate to the activity from the outside, with no budget. Therefore it was decided by the EXC that after satisfying bids from inside the full partnership, the remaining budget would be allocated to students from such enlarged partnership, i.e. from institutions affiliated to EPOCH. It is suggested that such an affiliation should be formalized and an explicit procedure is defined for it.

Also some candidates were PhD students undertaking such academic degree after an interruption. It was therefore decided that those candidates having started a PhD since less than 4 years were eligible, without examining in detail the exemption reasons (military service, children care, etc.) usually accepted in EU training programmes.

A survey is being carried on with EPOCH fellows, to analyze their degree of satisfaction, feedback on course content and other suggestions.

The two courses with EPOCH scholarships have been visited by the EPOCH responsible for training and a confidential report is being compiled.

## **Secondments**

One secondment has been activated to participate in a showcase development. The overall duration was of ? days and reports on activity are expected by the host and the fellow.

## **Mobility**

No staff mobility request has been submitted for the first semester. Inquiries have however been received and a request submitted for the second semester.

## **Conclusions**

In sum, the training interim plan has proven to be satisfactory, with some corrections:

- Partners have complained that the rules for course approval, bursary bid etc. are too complex and bureaucratic; it is not so, because just one simple form has to be submitted. It is proposed to confirm the procedure for bidding.
- Bids for bursaries, as already noted, come also from students related to institutions which are not full partners. It is suggested to make a rule of the interim decision taken in the 1<sup>st</sup> semester, that is to **give priority to partners' bids, then to accept bids from affiliates if budget available**. Bids from outside will be decided on a case by case rule. Also the **4 years-from-graduation rule will be extended to include all PhD students**.
- It is necessary to **activate a bursary committee** evaluating candidates' CVs and choosing fellows. In the 1<sup>st</sup> semester there have been no problems because the requests did not cover all the budget availability, but in the future there may be more competition and possibly requests will need be ranked.
- It is suggested to have a **continuous submission scheme for mobility and secondments**, with monthly evaluation and budget allocation as long as funds are available.
- It is also suggested to **allow internally the re-allocation of funds** if not completely absorbed by bids and issue a second call with delayed deadline.

A call for the second semester may be issued with the following calendar:

Call issue: by 24/10/2004

Deadline for course proposals: 14/11/2004

Courses starting on or after: 15/1/2005

Course ending before or on: Easter 2005

Notification of course approval: 21/11/2004

Deadline for bursary application: 19/12/2005

Notification for bursary acceptance: 10/1/2005

Possible 2<sup>nd</sup> call for courses 1/1/2005

Year 2 call to be issued by: 1/4/2005

Bids for secondments and mobility: continuous submission, with end-of-month evaluation.

## **Advertising**

The bid has been advertised by means of a circular email and publication on the web site. Courses have been advertised in the same way, but it is probable that most of the information has reached potential beneficiaries in other ways. It is expected that a greater use of the web site by the partners and the availability of the newsletter will improve information about EPOCH supported courses.