

# GUIDE FOR APPLICANTS

## *Call for Citizen Science Ambassadors by the ECS project – 2nd round*

Countries targeted: Austria, Estonia, Germany, Slovakia, and Sweden.

*Call opens: 21st November 2023*

*Call closes: 16th January 2024, 17:00 CET*

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Deadlines will be strictly adhered to. Any submission past the deadline will not be considered.

Should the deadline of the call be extended, we will publish it widely on the social media channels of the project and the project website.

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We have used the documents produced by the ACTION, EU-Citizen.Science and IMPETUS projects (grant agreement nr. 824603, 824580 and 101058677 respectively) for their open calls as a basis to develop this guide for applicants and thank them for making these useful documents available.

### **What is the call for citizen science (CS) Ambassadors about?**

We want to create a network of 28 Citizen Science Ambassadors (EU-27 + the UK) to support the activities in the [ECS \(European Citizen Science\) project](#), raise awareness about citizen science and spread and strengthen citizen science in Europe. **The ECS project has already engaged 23 CS Ambassadors (see [here](#)). With this call the project is looking to expand the network to these five countries: Austria, Estonia, Germany, Slovakia, and Sweden.** The open call is to select Citizen Science Ambassadors that will act as the local representative and promoter of citizen science and the ECS project in the respective country.

### **Who are we looking for?**

We are looking for people with different profiles and expertise to become part of the network: citizen science practitioners, project coordinators, researchers, policy-makers, etc. with expertise in citizen science, public engagement, participatory research, open science, and/or other related fields. It is important that candidates are well-connected as part of local/national networks relevant to citizen science.

### **What do you get from being a CS Ambassador?**

You get the unique opportunity to be part of a growing network with many additional opportunities that come with this: peer-learning, visibility, training and capacity-building opportunities, involvement in ECS events, access to project insights. You will get to contribute to widening citizen science in Europe as part of the network. CS Ambassadors will also receive a payment of 2.000 € (brute, i.e. including VAT) for the activities carried out.

### **How to apply?**

Read the Guide for Applicants and submit your application via [this online form](#) by 16th January 2024, 17h CET.

# 1. Introduction

The purpose of this guide is to support applicants of the **Call for Citizen Science Ambassadors** issued by the [ECS project](#). All relevant information about the call and to apply to the call is contained in this guide, intended to be the main source of information regarding the call. In case of conflicting information being provided by other sources, the content of this guide should be deemed authoritative.

In case you have any questions after reading this document, you can contact us at [eucitsciproject@ecsa.ngo](mailto:eucitsciproject@ecsa.ngo).

## 2. The European Citizen Science (ECS) Project

The [ECS \(European Citizen Science\) project](#) is an EU-funded project with the overall objective to **widen and strengthen the European Citizen Science community**.

### What is citizen science?

Citizen science is a term that englobes activities that involve citizens in scientific endeavour that generates new knowledge or understanding. In citizen science activities and projects citizens may act as contributors, collaborators, or as project leader and have a meaningful role in the project.

Through citizen science, all people can participate in many stages of the scientific process, from the design of the research question, to data collection and volunteer mapping, data interpretation and analysis, and to publication and dissemination of results. Citizen science is also an approach of scientific work that may be used as a part of a broader scientific activity.

Learn more about citizen science by referring to the [10 Principles of Citizen Science](#) and to the [ECSA Characteristics of Citizen Science](#).

This will be done through capacity-building and awareness-raising activities such as the creation of a European Citizen Science Academy and the **establishment of a network of 28 citizen science (CS) Ambassadors** in Europe.

The six specific objectives of ECS are:

- Empower the European citizen science community through co-design and co-creation
- Strengthen the links and collaboration between existing citizen science initiatives
- Increase the participation of citizens from all walks of life in citizen science through an inclusive approach
- Build the capacity to conduct excellent research and innovation through citizen science
- Raise awareness, support and mainstream citizen science among new actors, new territories and scientific fields
- Better align data infrastructures to the needs of citizen science, and improve open science practices employed by citizen science initiatives

ECS will support links and collaboration between members of the European Citizen Science community, who will be involved in the co-design and co-creation of a large variety of services for the [European Citizen Science platform](#), strategic priorities, training opportunities and policy recommendations. A key focus of the project is on **inclusivity**, which will be achieved through dedicated actions such as **engaging libraries to attract underrepresented publics**, as well as **ad-hoc support to countries/regions lacking citizen science networks, platforms and policy recognition**. ECS will create **extensive capacity building opportunities** by engaging in particular excellent researchers in a variety of disciplines to allow **easy access for newcomers in citizen science activities**.

The ECS project lasts for four years. It started on 1st August 2022 and will end on 31st July 2026. The ECS Consortium consists of 12 partners and 9 affiliated entities from 15 countries (see Annex 2).

### 3. Scope of the Call – Role of CS Ambassadors

The **Call for Citizen Science Ambassadors** is aimed at creating a network of **28 Citizen Science Ambassadors in Europe** (one from each of the 27 Member States of the EU and one from the UK, see list in section 5) that will support community building and engagement activities at national and local level and represent the [European Citizen Science platform \(eu-citizen.science\)](#) nationally. The network of CS Ambassadors aims at raising awareness about citizen science and spreading and strengthening citizen science – especially in countries where it is still not established.

The ECS project has already engaged 23 CS Ambassadors and is looking to expand the network to these five countries through the current open call: **Austria, Estonia, Germany, Slovakia, and Sweden**.

Supported by the ECS project, CS Ambassadors will **be involved in and carry out the following tasks and activities**:

- Be the local representative and promoter of the ECS project in the respective country (together with ECS partners and/or affiliated entities, if applicable)
- Represent the [eu-citizen.science platform](#) nationally and promote and expand its content with national initiatives and resources
- Support community building, help organise engagement activities at national and local level in collaboration with ECS partners and affiliated entities, and support the engagement of ECS affiliated entities in local/national events
- Share and disseminate ECS project activities, events and news through your networks to bring relevant audiences and stakeholders to the respective ECS events and the [eu-citizen.science platform](#)
- Advocate for citizen science among key stakeholders (e.g. local and national policy-makers, administration representatives and national governments) by sharing policy recommendations developed in the ECS project, adapting them to the local/national context and organising meetings with national stakeholders to present them
- Promote citizen science amongst research organisations and academics nationally

- Help monitor the situation of citizen science in the respective country (e.g. new developments and funding programmes for citizen science)
- Spread and strengthen citizen science in the respective country, especially where citizen science is still not supported/widespread. This will happen among others by enlarging the geographical scope of citizen science initiatives, collaborating with the affiliated entities and/or citizen science networks in the respective country, or helping to set up national citizen science networks.
- Promote the national involvement in the coordinated development of national/regional citizen science platforms to create strong links between national citizen science infrastructures and the [eu-citizen.science platform](https://eu-citizen.science/platform)

### *Details on the collaboration between ECS and CS Ambassadors*

- All of the tasks and activities mentioned above are linked to tasks and activities carried out in the ECS project. The ECS Consortium will provide CS Ambassadors with material, information and training (see section 4) to facilitate the implementation of the tasks.
- Strong support from ECSA (ECS coordinator and leading the communication and dissemination in ECS) will be provided in the areas of communication and dissemination to guarantee the strength of the actions and messages shared.
- The ECS Consortium will also closely collaborate with CS Ambassadors and offer to involve them in ECS activities where relevant so CS Ambassadors can gain a better insight.
- Links between CS Ambassadors and ECS partners and affiliated entities will be sought to increase the capacity of both sides, especially in the countries where ECS partners and affiliated entities are located.

### *Important notice*

Depending on the state of the art of citizen science in the respective country, CS Ambassadors will be able to focus their efforts more on one aspect than another, i.e. to shape it to the context or reality of the country that they will represent. However, contribution to all tasks mentioned above is expected.

## 4. Benefits, training and capacity building opportunities for CS Ambassadors

Being part of the network of 28 CS Ambassadors will provide several benefits, such as:

- Being part of the European citizen science community: **access to networking opportunities and visibility in a large multi-stakeholder community**, working groups, up-to-date information on other citizen science projects/initiatives
- Unique opportunity to **contribute to widening citizen science in Europe** as well as to the development of the ECS project and its impact on citizen science
- **Peer-learning** and networking, facilitated through ECS internal channels
- **Training and capacity building opportunities** as described below

- Promotion via blog/news on the eu-citizen.science platform and on ECS social media channels, as well as **presentation opportunities** at ECS public (online) events
- Access to meaningful insights generated within the context of the ECS project
- Access to and **involvement in ECS activities**
- Part of the call is the **payment of 2.000 €** (brute, i.e. including VAT) to each CS Ambassador for their effort in carrying out the tasks described in section 3.

## Training and capacity building opportunities for CS Ambassadors

Part of the efforts in ECS are dedicated to increasing the participation of citizens from all walks of life in citizen science through an inclusive approach. CS Ambassadors will be invited to a **series of participatory capacity building sessions** on different topics to **promote inclusivity and empowerment of all citizens in Europe in citizen science projects**. These sessions will address needs detected in the wider citizen science community and have a cross-cutting inclusive and gender balance perspective.

The ECS project aims to continue developing the [eu-citizen.science platform](https://eu-citizen.science) with new services, to **create strong links between the eu-citizen.science platform and other citizen science infrastructures** (platforms, networks, repositories, etc.) and to assist national citizen science representatives to **leverage the eu-citizen.science open source code to improve or build their platforms** for a fast and widespread uptake of citizen science. In this framework, **online training sessions will be offered to developers**. CS Ambassadors will have the opportunity to join in.

The setting up of the **ECS Academy** is part of the ECS project and key to **building the capacity to conduct excellent research and innovation through citizen science**. The ECS Academy will design **training activities** and create **new training modules and guides to improve the skills and knowledge about designing and implementing citizen science activities**. These are aimed at a wide range of actors: citizen science practitioners, civil society, public authorities, businesses, (in)formal and education establishments, and research funding and performing organisations. CS Ambassadors will be invited to take part in these and results will be shared with them. This will support CS Ambassadors in carrying out their tasks.

# 5. Duration, eligibility and formalities

## Duration of the activity

It is expected that CS Ambassadors contribute to the project for one (1) year minimum. The starting date can be March 2024 at the earliest. The effort from CS Ambassadors can be concentrated in one year or spread out in time, maximum until the end of the project (June 2026).

## Eligibility criteria – Who is eligible to become a CS Ambassador?

**Individuals** are eligible to apply to become a CS Ambassador.

With the second round of the call, the ECS project is looking to expand the network of CS Ambassadors to the following five countries:

- Austria
- Estonia
- Germany
- Slovakia
- Sweden

Note that an individual can only have the role of CS Ambassador for one country. Note that the role of CS Ambassadors is not an official role agreed with the countries in question but stems from the ECS project.

The country for which you would like to have the role of CS Ambassador should be the one you can better represent because you have more connections and networks, and can better carry out the tasks of a CS Ambassador. It does not need to correlate with the country of citizenship, residence or affiliation obligatorily, but should be justified.

ECSA (the European Citizen Science Association) as coordinator of the ECS project will **sign a service contract with each selected CS Ambassador** to formalise the role as a CS Ambassador and the payment (2.000 € brute, i.e. including taxes). Therefore, as an applicant, you should be able to issue an invoice to ECSA yourself or through the organisation you are affiliated with (i.e. your employer).

Based on the [Council Implementing Decision \(EU\) 2022/2506](#) on measures for the protection of Union budget against breaches of the principles of the rule of law in Hungary, effective as of 16th December 2022, no legal commitments shall be entered into with any public interest trust established on the basis of the Hungarian Act IX of 2021 or any entity maintained by such a public interest trust. **Individuals affiliated to entities falling under the public interest trusts or any entity maintained by such a public interest trust established on the basis of the Hungarian Act IX of 2021 are not eligible to apply to this call**, unless the measures set therein are lifted while the call is open. An indicative – non-exhaustive – list of affected entities can be found under [this link](#).

**Applicants cannot be subject to conflict of interest.** ECS has the following conflict of interest policy: Immediate family, domestic and non-domestic partners and those with financial ties to members of the ECS team cannot apply. Individuals affiliated to the organisations involved in the ECS project as partner/beneficiary or affiliated entity cannot apply to the call (see list of organisations in Annex 2). If you have a prior relationship with anyone contributing to ECS that you feel may constitute a conflict of interest, please send an email to [eucitsciproject@ecsa.ngo](mailto:eucitsciproject@ecsa.ngo) for clarification.



## 6. Who are we looking for to become a CS Ambassador?

We are aware that citizen science is not equally well-known or established throughout Europe. In some countries, citizen science activities are few and far between, while elsewhere citizen science is promoted through dedicated funding programmes and national citizen science platforms. Sometimes, participatory research is conducted without being labelled as citizen science. Therefore, the concrete execution of tasks of CS Ambassadors might slightly vary depending on the national context. If you live and/or work in a country where citizen science is already well-established, your contribution as part of the network of 28 CS Ambassadors could focus more on building bridges between citizen science and related fields – such as peer innovation, fab labs and makerspaces, science shops, transdisciplinary research etc. If this is not the case and citizen science is still relatively new, you could identify certain target audiences, topics, or institutions that are currently underrepresented in citizen science in your country and work towards bringing them on board. Your role as a CS Ambassador could be more targeted to promoting networking and capacity building among citizen science practitioners. You could also engage with relevant decision-makers to increase policy support for citizen science – for instance by exploring synergies with initiatives in the fields of open science, science communication or public engagement more generally.

Considering all of this, the ECS project is looking for different profiles and expertise of CS Ambassadors to become part of the network. Your areas of practice could be in citizen social science, health, science communication, environmental sciences, science-policy transfer and other relevant areas.

## 7. How to apply

- All relevant information to apply to the call is contained in this guide, intended to be the main source of information regarding the call. Please, read it carefully.
- Applications must be submitted through the application form available here: [https://docs.google.com/forms/d/e/1FAIpQLSdOzJ\\_Uck4nIPHGEMGlswZS-HujTY9FtJ\\_uBtdNcPTVW8kdOw/viewform](https://docs.google.com/forms/d/e/1FAIpQLSdOzJ_Uck4nIPHGEMGlswZS-HujTY9FtJ_uBtdNcPTVW8kdOw/viewform)
- Applications through means other than the online form will not be accepted.
- As part of the online application form, you will be asked to outline how you intend to promote and strengthen citizen science in your country. Please be as concrete as possible in your answers.
- Fill in the form in English and submit it before the deadline, **Tuesday 16 January 2024, 17:00 CET**. Note that an individual can only have the role of CS Ambassador for one country. Please apply only for one country.
- Please, submit the form only once. In case you do multiple submissions, we will consider only the last one received before the deadline.

Annex 1 in this guide provides all the questions in the application form in case you would like to work on them offline first.

## 8. Evaluation of applications and timeline

Because the network of 28 CS Ambassadors in Europe aims at raising awareness about citizen science and spreading and strengthening citizen science the following is expected from successful candidates:

- Experience in citizen science and/or in one or several of the following areas:
  - Participatory research
  - Transdisciplinary or action research
  - Research policy, preferably with expertise in open science or RRI
  - Public engagement
  - Science communication
  - Community or volunteer engagement
  - Fab labs, science shops, makerspaces
  - Open science
  - Inclusion in citizen science
  - Advocacy work
- Knowledge of the current situation of citizen science in the country you would like to represent, knowledge of involved actors and organisations and how to strengthen citizen science
- Ideally being well-established in the field of citizen science or having access to professional networks of relevant actors in the country you would like to represent (e.g. working groups, advisory boards, expert committees, professional associations, etc.)
- Interest in strengthening citizen science in Europe and being proactive as part of the network of CS Ambassadors
- Sufficient English language skills to communicate with the ECS consortium
- Fluency in the national language(s) of the country you would like to represent

Eligible applications will be evaluated by at least two reviewers from the ECS Review Committee against the following criteria:

- Experience in citizen science and related areas (20 out of 75 points)
- Assessment of the situation and challenges of citizen science in the respective country (15 out of 75 points)
- Ideas to strengthen citizen science in the respective country as a CS Ambassador, implementation and impact (20 out of 75 points)
- Access to networks and communication channels and ideas to engage and reach out to relevant stakeholders (20 out of 75 points)

## *Timeline of the selection of CS Ambassadors*

Publication of the call: 21st November 2023

Deadline: 16th January 2024, 17:00 CET

### **Step 1: Eligibility check**

ECS reviewers will check if eligibility criteria are met, e.g. was the application submitted on time, were all mandatory sections of the application completed, is there a conflict of interest, etc. Applications considered 'not eligible' will not be evaluated in step 2.

### **Step 2: Reviews and shortlist**

Eligible applications will be evaluated by at least two reviewers from the ECS consortium against the criteria listed above. The Review Committee will be composed of people internal to the Consortium from the partners and affiliated entities involved (see Annex 2). Candidates will be notified if they have been shortlisted during February 2024. Applicants who were not shortlisted will be informed at this stage as well.

### **Step 3: Clarification questions (if necessary)**

In case that is necessary, clarification questions will be sent together with the notification that candidates have been shortlisted. The Review Committee has the right to ask questions to applicants on their submission and expect to receive an answer in 48 hours if needed.

### **Step 4: Decision of successful applications**

A decision of successful applications is planned to be made during February 2024.

### **Step 5: Administrative arrangements**

At this point, successful applicants will receive a service contract from ECSA that needs to be signed before starting their engagement as a CS Ambassador.

Once all formalities are finalised, the selected CS Ambassadors will be announced on the eu-citizen.science platform together with the other CS Ambassadors ([here](#)) and ECS social media channels, and engagement of the CS Ambassadors can begin (planned not earlier than March 2024).

# Annex 1 – List of questions in the application form

## SECTION 1

Question	Answer options	Mandatory? Y/N
First name	Short text	Y
Last name	Short text	Y
Email address	Short text	Y
Affiliation/institution/non affiliated (private person)	Short text	N
Country of affiliation or where you are based	Short text	Y
<p>What profile do you identify with?</p> <p>Our funder asks us to report who participates in ECS activities. If you have the time, please let us know what categories you identify with.</p>	<p>List of possible answers: Research: Early-career researcher; Research: Scientist or belonging to the research community; Research: Participant in a citizen science project/Community researcher; General public: Learner/student; General public/citizen; Software developer; Education/training organisation; Civil society/Non-governmental organisation (international); Civil society/Non-governmental organisation (national); Civil society/Non-governmental organisation (regional or local); Policy-makers, institutions and authorities (international); Policy-makers, institutions and authorities (EU level); Policy-makers, institutions and authorities (national); Policy-makers, institutions and authorities (regional or local); Media, journalist or communicator; Industry or business partner; Standardisation bodies; Other.</p>	N
Gender identification	List of possible answers: male, female, prefer not to disclose, other gender identity if you wish to specify	N
Applicant website, LinkedIn or work-related social media accounts. This is not mandatory but could support your application in terms of networking capabilities.	Long text (max. 1.000 characters)	N



For what country would you want to be a CS Ambassador?	The list of possible five countries is shown; only one answer possible	Y
<p>Mandatory question for candidates in Hungary</p> <p>Individuals affiliated to entities falling under the public interest trusts or any entity maintained by such a public interest trust established on the basis of the Hungarian Act IX of 2021 are not eligible to apply to this call. See section 5 in the Guide for Applicants for more detail. Please indicate whether this applies to you.</p>	<p>Provides two options to select from:</p> <p>I confirm that I am not affiliated to any entity falling under the public interest trusts established on the basis of the Hungarian Act IX of 2021 or any entity maintained by such a public interest trust.</p> <p>I cannot confirm the above and understand that my application is not eligible.</p>	N, only for candidates in Hungary
Please, shortly explain why you want to represent the chosen country in a couple of sentences.	Long text (max. 1.000 characters)	Y
Please, add a bio of yourself. You will be asked about your experience in citizen science in the next section.	Long text (max. 2.000 characters)	Y
For how much time would you want to be engaged as a CS Ambassador? Remember that the minimum time is one (1) year.	Short text	Y
What are the start date and end date that you would like to be engaged as a CS Ambassador? These can be approximations.	Short text	Y
Do you have basic communication skills in English to be able to communicate with the ECS Consortium?	Yes/No-question	Y
Do you fluently speak the national language or languages	Yes/No-question	Y



of the country you selected?

## SECTION 2

The questions in this section go more in depth. Please be as concrete as possible in your answers. Where applicable, character limitation of the answer is indicated. This does not mean that we expect you to use up all characters.

Question	Answer options	Mandatory? Y/N
What is your experience in citizen science? Please explain how you have been involved in citizen science so far.	Long text (max. 2.000 characters)	Y
Indicate if you have experience in the following areas:	List of possible answers provided: Participatory research; Transdisciplinary or action research; Research policy, preferably with expertise in open science or RRI; Public engagement; Science communication; Community or volunteer engagement; Fab labs, science shops, makerspaces; Open science; Inclusion in citizen science; Advocacy work); None of the above (multiple answers possible)	Y
Shortly explain your experience in each of the areas you selected.	Long text (max. 2.000 characters)	Y
Please assess the current situation of citizen science in the country you selected to become a CS Ambassador for.	Options to select 1, 2, 3 or 4 with defined status for each 1. Not established nor represented 2. Just starting 3. Somewhat well-established 4. Well-established	Y
What is the current situation of citizen science in the country you selected and where do you see the main challenges?	Long text (max. 2.000 characters)	Y
How would you like to strengthen citizen science in the country you selected if you had the role of CS Ambassador?	Long text (max. 2.000 characters)	Y

What communities, stakeholders and organisations are not well represented or involved in citizen science in your country and how would you engage and reach out to them if you had the role of CS Ambassador?	Long text (max. 2.000 characters)	Y
What are your ideas on how to engage participants in local/national ECS activities if you had the role of CS Ambassador?	Long text (max. 2.000 characters)	Y
To what communication and dissemination channels do you have access and would you use to promote citizen science and raise awareness about it? Some examples of this are social media channels, mailing lists, newsletters, etc.	Long text (max. 1.000 characters)	Y
Do you have any comments on any of the previous questions?	Long text (max. 1.000 characters)	N

## Annex 2 – Participants in the ECS Consortium

Acronym	Participant	Country
<a href="#">ECSA</a>	European Citizen Science Association (ECSA) ECSA E.V.	Germany
<a href="#">W2L</a>	Web2Learn	Greece
<a href="#">ULEI</a>	Universiteit Leiden	Netherlands
<a href="#">ULHT/CeD</a>	Cooperativa de Formação e Animação Cultural CRL	Portugal



<a href="#">TCD</a>	The Provost, Fellows, Foundation Scholars & the Other Members of Board, of the College of the Holy & Undivided Trinity of Queen Elizabeth Near Dublin (Trinity College)	Ireland
<a href="#">NORDECO</a>	Nordisk Fond for Miljø og Udvikling	Denmark
<a href="#">MOFET INSTITUTE</a>	The MOFET Institute - The School For The Research And Development Of Programs In Teacher Training And Education At Colleges	Israel
<a href="#">FGC</a>	Fondazione Grosseto Cultura	Italy
<a href="#">IGN</a>	Institute of Geonics Of The AS CR, VV.I.	Czech Republic
<a href="#">BWI</a>	Blue World Institute	Croatia
<a href="#">SD</a>	Stickychdot SRL	Belgium
<a href="#">SfC</a>	Science for Change, SL	Spain
<a href="#">IBERCIVIS</a>	Fundación IberoCivis	Spain
<a href="#">CSIC</a>	Agencia Estatal Consejo Superior De Investigaciones Científicas	Spain
<a href="#">MFN</a>	Museum für Naturkunde - Leibniz-Institut für Evolutions- und Biodiversitätsforschung, Berlin	Germany
<a href="#">ZSI</a>	Zentrum für Soziale Innovation GMBH	Austria
<a href="#">MCAA</a>	Marie Curie Alumni Association	Belgium
<a href="#">PL2030</a>	Public Libraries 2030	Belgium
<a href="#">LPI/UPCité</a>	Université Paris Cité	France
<a href="#">NILU</a>	Nilu Stiftelsen Norsk Institutt For Luftforskning	Norway
<a href="#">NMC</a>	Nordlicht Management Consultant	Germany