

Open Science II Mini-Projects: Guidelines for Requests for Opinion of EOSC CZ WG

- 1) Applicants must submit Requests for an Opinion of EOSC CZ WG by e-mail to info@eosc.cz, the subject line of which must state: *"Requests for an Opinion of EOSC CZ WG: [name of EOSC CZ WG]"*. In the event that the applicant plans to create multiple outputs within a single mini-project, they must prepare separate Applications for an Opinion of EOSC WG for each planned output and create a single document from these forms. Applications must be submitted no later than one month before the end of receipt of applications for mini-projects (with the exception of the Pilot call) so that the opinion of the WG can be issued and subsequently attached to the application for the mini-project.

Requests for opinions will only be accepted on the following dates:

- for call no. 1: **26/01/ - 22/02/2026 until 11:00 a.m.** on the last day of receipt of applications;
 - for call no. 2: **17/08/ – 23/09/ 2026 until 11:00 a.m.** on the last day of receipt of applications.
- 2) The application for the opinion of the EOSC CZ WG will then be forwarded to the members of the EOSC CZ WG, who will assess whether the planned output(s) of the mini-project develop or address the needs of disciplinary EOSC communities and meet the requirements of the National Data Infrastructure (NDI). Furthermore, they will confirm that the planned output(s) correspond to the assigned output type specified in the Output Catalogue and will also evaluate the brief description of the functionality and/or scope criteria of the planned output. These criteria will be formulated as a specification of the general characteristics of the output types defined in the Output Catalogue in relation to the planned output. The evaluation will take place via online voting. The meeting of the EOSC CZ WG, at which members can discuss the submitted projects, must take place within the assessment period for each round of each Open Science II Mini-Projects call.

The assessment will be conducted within the following timeframes:

- for call no. 1: within one month of the completion of the collection of applications for an opinion of an EOSC CZ WG ;
- for call no. 2: within 45 calendar days of the completion of the collection of applications for an opinion of an EOSC CZ WG.

- 3)** Persons who meet the following conditions ("authorized members of EOSC CZ") will be able to participate in the assessment of a given mini-project:
 - a. they will be members of the relevant WG at the time of completion of the receipt of applications for opinions of the EOSC CZ WG for a specific call and round
 - b. they will not be affiliated with an institution* that is submitting an application for a mini-project
 - c. they have not declared another conflict of interest.
- 4)** In order for the opinion of a EOSC CZ WG on a specific mini-project to be valid, voting on the mini-project must be attended by at least 30% of the eligible members of the EOSC CZ WG.** The decision to issue an opinion of an EOSC CZ WG for a specific mini-project will be made on the basis of the decision of the majority of voting eligible members of the EOSC CZ WG, except for those who abstain.
- 5)** If less than 30% of the eligible members of the EOSC CZ WG express their opinion on a specific mini-project in the vote on the opinion, a further vote on that mini-project will be held again on an alternative date. If the mini-project fails to receive a valid positive opinion in the second round of voting, this will be considered a negative opinion for the purposes of the specific round of the call for mini-projects.
- 6)** If a mini-project has multiple outputs, a separate vote must be held on each output. For each such output, conditions 4) and 5) must be met.
- 7)** The opinion of the EOSC CZ WG for a specific mini-project is confirmed by the secretary of the EOSC CZ WG, who oversees the correctness of the evaluation process.
- 8)** If an applicant for a mini-project does not submit an application for the opinion of the given EOSC CZ WG on time, the application for a mini-project will be incomplete and will be automatically excluded from the appropriate round of the call for mini-projects.

* Institutions will be distinguished on the basis of their ID number. This means that in the case of the Czech Academy of Sciences, members from an institute other than that of the applicant for a mini-project have the right to vote.

** Example: A given EOSC CZ WG has 100 members. Nine members come from the same institution as the applicant for the mini-project and one member from another institution declares a conflict of interest, e.g. they are currently engaged in cooperation with the applicant. 30% participation will therefore be calculated from the total number of (100-9-1 =) 90 members.