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# Guide for the peer Reviewers/external experts

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## **RHU-S 2015-2016** **Second Call**

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### **Hospital and Academic Research in Health**

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Submission deadline for peer reviews: **20 April 2016**

RHU - Evaluation web-site:

[https://investissementsdavenir.agencerecherche.fr/RHU-V2/accueil.php?link=ident\\_eval](https://investissementsdavenir.agencerecherche.fr/RHU-V2/accueil.php?link=ident_eval)

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# Preamble

## Translational research in health and the RHU programme

### **Jean-Michel Heard**

*Direction générale pour la Recherche et l'Innovation/ Directorate General for Research and Innovation  
Ministère de l'enseignement supérieur et de la recherche/ Minister of High Education and Research*

*In France, public funding for biomedical research comes either from the State budget or from the health insurance budget. Schematically, experimental research in laboratories, which are very often affiliated to both a university and a public research organism, like INSERM or CNRS, is supported on the State budget, whereas clinical research performed in hospitals is supported by a specific contribution for education and research included in the budget of the national health insurance system. This situation favours the picture of two separated activities, experimental biology aimed at producing knowledge on the one hand, and clinical medicine aimed at caring patients on the other hand. This cleavage does not reflect scientific activities, which cover the entire domain of health research from basic biology to patient care and public health without discontinuity. Barriers between experimental, clinical and public health research are counterproductive since they discourages the conception and realisation of share projects and hampers the translation of research findings into medical applications. New developments in biomedical sciences, like the “omics” technologies leading to the collection of enormous amounts of data in humans and “precision medicine”, emphasises the absolute need for a strong coordination and interpenetration between research performed in laboratories and research performed in health care institutions.*

*Considering of a crucial importance to favour interactions and coordination between research performed at the bench and research performed at the bed, the French government launched three initiatives over the last five years with the aim to support translational research in health.*

*A first initiative was the creation by the ANR of a specific programme to support translational research projects (Programme de Recherche Translationnelle en santé, PRTS). Supported projects must involve both scientists working in laboratories and medical teams working in hospital. Funding, in the range of 14 M€ for 15-17 projects every year, is provided partly by resources from the Ministry of Higher Education and Research (State budget to the ANR) and partly by the Ministry of Health (health insurance budget).*

*A second initiative was the creation of new structures, the Institut Hospitalo-Universitaires (IHU). Six excellence centres associating highly visible medical and biological researches in specific domains (rare diseases, infectious diseases, non-invasive surgery, cardiology, neurology, metabolic diseases) were selected on a competitive basis among 19 applicants. Their main missions are fundamental, translational and clinical research in health, valorisation of research in collaboration with private companies, and education and training. Each created institute, that should became financially autonomous at the end of the funding period (2012-2020), receives subventions from 45 to 74 Meuros, to cover investments, equipment, salaries and consumables. Budget is provided through the specific resources of the programme Investissements d'Avenir (investments for the future).*

*The third initiative is the current programme Recherche Hospitalo-Universitaire en santé (RHU), also supported by the programme Investissements d'Avenir. The general aims of the RHU programme are very similar to those of IHU, although in this case the structures to be funded are laboratories or hospital departments belonging to a pre-existing thematic network (DHU or FHU). A campaign was indeed launched in 2012-2014 to encourage university medical centres to form such thematic networks and submit these structures to validation by their supervisory authority, hospital institution, medical university, and the national organism in charge of biomedical research, the INSERM. This selective process is presently not yet completed, although 37 networks have already been created. In response to the current RHU call, financial support will be provided to some of these networks for 5 years on specific research projects. The first RHU call was launched in 2014-2015 and the evaluation by the international jury led to the selection of 4 projects. The other 25 projects were discarded by the jury, most frequently as too preliminary or insufficiently mature. The (present) second call was launched on September 18<sup>th</sup> 2015 and was closed in February 25<sup>th</sup> 2016.*

## 1. PURPOSE OF THIS GUIDE

This guide is for *ad hoc* peer reviewers who are asked to provide a written review concerning one or more proposals submitted during the ANR's RHU call for proposals selection process. This guide is intended to provide evaluators (peer reviewers/external experts) with support by providing practical information and providing further details concerning the selection process, the elements that form the basis for this process, and what is expected of the peer reviews.

Peer reviews will be conducted for proposals submitted in response to the RHU call for proposals described in the investments for the Future programme which is consistent with the National Research Strategy and with the National Health Strategy that encompasses an extremely broad spectrum of projects, having components from basic knowledge-based research projects through to targeted research. This call for proposals is open to all approaches in Health Area and allows for the inclusion of a large disciplines and skills.


### Reference documents:

An **introduction** of the call context was placed in the header (preamble) of this guide, drafted by the Directorate General for Research and Innovation, representing the Minister for Research.

An **English translation of the call**, originally published in French on the Web site of the French National Research Agency ([ANR link](#)), is available in the INSTRUCTIONS, DOCUMENTS AND TEMPLATES web-page dedicated to the evaluation process of RHU call : <https://investissementsdavenir.agencerecherche.fr/RHU/accueil.php?link=notice2>

This document sets forth the scope of this action, the context of this call for proposals as well as the submission and evaluation procedures (1step evaluators with external reviews).

The **Review template** (peer reviewers and methodologist) can be accessed in the same page.

These Word  templates are only available to allow you to have the ability to work offline. You can then cut and paste your text into the form online, save and definitively submit your review.

The Guide and the templates for the applicants contain instructions and recommendations for the preparation and submission of a proposal, which are to be submitted in response to the RHU call for proposals (<https://investissementsdavenir.agencerecherche.fr/RHU-V2/accueil.php?link=trames-mainly> in French).

This Guide for *ad hoc* peer reviewers is intended to make evaluators' work easier, but is by no means intended as a substitute for the reference documents. All evaluators should read all of these documents before beginning their evaluations.

Adresse à laquelle soumettre les questions  
For any questions

RHU@agencerecherche.fr

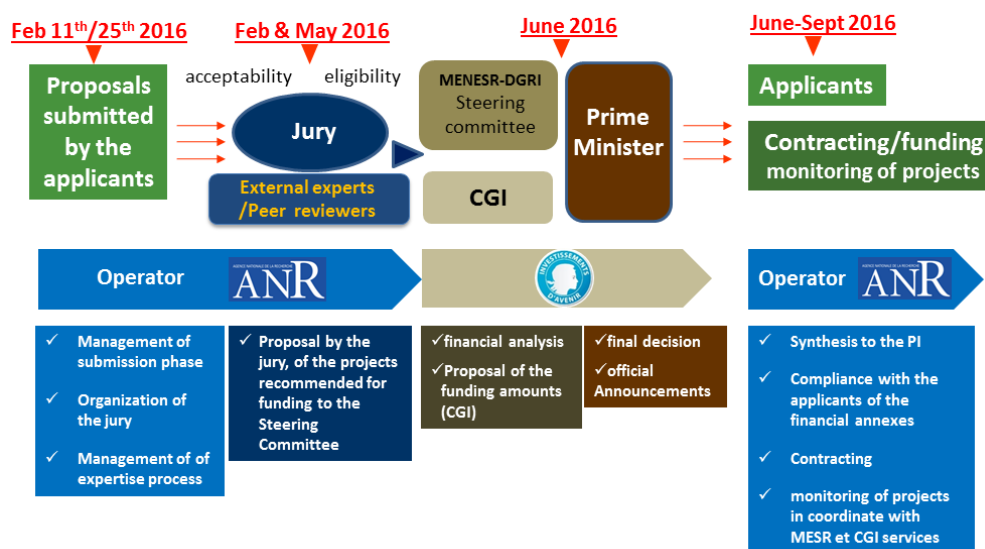
For any questions or issues: \_\_\_\_\_

## 2. 2016 RHU CALL FOR PROPOSALS: A SINGLE STAGE SELECTION PROCESS

The projects will be selected by an **international and independent scientific jury and peer reviewers**, mainly composed of foreign members, recognized in the scientific, medical and technology areas and of personalities of the economic domain.

This call evaluation (one-stage selection process) is described in Section **3. EVALUATION OF THE SUBMITTED PROJECTS** (page 8/9 of the 2015-2016 RHU call for proposals Programme) and below:

### RHU-V2 selection process



**CGI:** commissariat général aux Investissements / *The General Commission for Investment* (Prime Minister Services) is responsible for the implementation of the future investment program: <http://www.gouvernement.fr/investissements-d-avenir-cgi>

**DGRI:** Direction générale de la recherche et de l'innovation / *Directorate General for Research and Innovation*, (depending of the Minister of High Education and Research): <http://www.enseignementsup-recherche.gouv.fr/cid24148/direction-generale-pour-la-recherche-et-l-innovation-d.g.r.i.html?menu=4#mission-dgri>

**ANR :** Agence Nationale de la recherche / *French National Research Agency* <http://www.agence-nationale-recherche.fr/en/project-based-funding-to-advance-french-research/>

The applicants (PI and his *consortium*) were invited to submit directly a full proposal of **40 pages (CV of the PI and methodological annexes are available separately this year)** and administrative and financial documents.

The best proposals will be selected by evaluating the following elements, in accordance with international standards for competitive project selection: scientific excellence, quality of construction and potential impact of the project described in a full proposal. It will be presumed during this stage that the projects under consideration are all relevant to the call for proposals.

We would like you to participate in the process of evaluating the proposals submitted for this stage as an **External expert / peer reviewer**.

### 3. MISSION OF THE CALL AND ROLE OF THE PEER REVIEWERS/EXTERNAL EXPERTS

The mission of this call is to support science in pursuit of knowledge about the biology and behaviour of living systems and to apply that knowledge to extend healthy life and reduce illness and disability. As part of this mission, applications submitted to the RHU call for grants to support biomedical, translational and clinical researches in partnership with companies are evaluated for scientific, clinical and technical merit through the ANR peer review and jury system.

**Administrative process and confidentiality declarations (NDA, Col) which are mandatory for each reviewer or methodological expert:**

- Declare Conflicts of Interest with specific applications following ANR guidance; (see chapter 3, NDA and Col templates).
- Receive access to the grant applications approximately four weeks prior to the jury meeting.

**Role of the jury and the external expert/peer reviewers:**

The jury members were chosen on the basis of their wide fields of scientific competencies, skill in peer review, and/or experience in translational research and/or industry.

To maintain a reasonable size of the jury, in order to allow in deep discussions leading to a comparative scaling of the projects, it was decided not to build a jury representative of the different medical specialties susceptible to candidate for this call.

Therefore, the role of the peer reviewers/external experts is to give their advice, as specialists of the field(s) covered by each project. These external reviews will be crucial and a great help for the jury members.

**Expectations of the jury members in the evaluation grid of the external experts 2016:**

- Prepare a written critique (using Review Criteria Templates-comment and justifications) for each application assigned, based only on the 6 evaluation criteria of the call.
- Assign a numerical score to each scored review criterion and arguments (see Review Criteria template-with rating and overall scores).
- Make recommendations concerning the scientific, clinical and technical merit of applications under review, in the form of final written comments and numerical scores.
- Make recommendations concerning protections for human subjects; protection; inclusion/exclusion criteria in clinical research; welfare of model animals; Human Embryonic Stem Cells and other areas as applicable for the application (see guidance under each criterion for reviewers in the template).
- Make recommendations concerning appropriateness of budget requests.

**Gathering of expert evaluations: which are expected by the jury for Monday 25th April - Evaluation grid should be submitted the 20th April afternoon online.**

**2016 new feature for the methodological expert, a specific evaluation grid is intended.**



[Evaluation Form jury member](#)

[Evaluation Form jury member - Methodology](#)

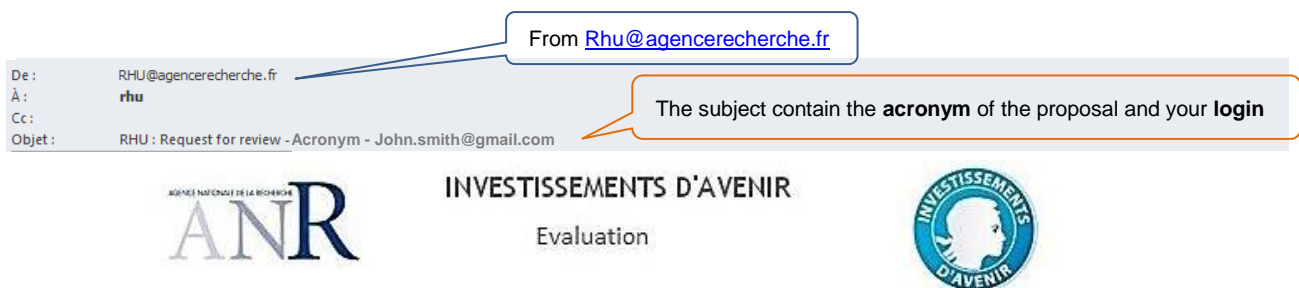
## 4. SOLICITATION AND CREATION OF AN ACCOUNT AS EXTERNAL REVIEWER

When you agree to participate in the RHU-evaluation, you will receive a message as below to create your "Expert" account and to choose a secure password (8 characters).

Thank you to pay attention to the messages from our server from the email address: [RHU@agencerecherche.fr](mailto:RHU@agencerecherche.fr). To ensure that emails sent by RHU will reach you to your email box, we highly recommend checking your spam filter rules).

### a. Solicitation

You have received, on the behalf of the jury members, an invitation to review one (or several) proposal(s) of the first RHU call From [Rhu@agencerecherche.fr](mailto:Rhu@agencerecherche.fr) .



Dear colleague,

In the context of the second Programme of the Investment for the Future, the French National Research Agency ANR launched in December 2014 a new call for proposals, named RHU-S (HOSPITAL AND ACADEMIC RESEARCH IN HEALTH) open to all scientific disciplines in Health. At least two successive calls were scheduled. After the first call (2014-2015), the jury selected 4 projects which are currently funded. We solicit you for the second call (2015-2016).The selection procedure for this call for proposals, as the first one, proceeds in one stage and we wish to invite you to participate in the selection process as external reviewer. Considering your field of expertise and your reputation, the members of the scientific evaluation panel (jury) have proposed your name as a possible external reviewer for one or more projects of this call. If your response to this invitation is positive, as we hope, please find bellow some information about the evaluation process:

- The full scientific proposals to review are an unique document of 40 pages.
- Your evaluation will be based on following criteria:
  1. Relevance of the research project proposal with respect to the orientations of the call for proposals (Score 0 to 5 - comments and arguments)
  2. Scientific and technical quality (Score 0 to 5 - comments and arguments)
  3. Methodology, quality of the project structure and of its coordination (Score 0 to 5 - comments and arguments)
  4. Global impact of the project (Score 0 to 5 - comments and arguments)
  5. Quality of the consortium (Score 0 to 5 - comments and arguments)
  6. Adequacy between project and resources / Project feasibility (Score 0 to 5 - comments and arguments).

Six  
evaluation  
criteria to  
review in  
this call

The major objective of this RHU call is to select projects based on clinical/fundamental original data previously obtained by the team(s) leader(s), with the goal to reach in five years, some important results susceptible to improve the care of patients, or by the discovery of new therapies, new biomarkers strong enough to reshape the diagnostic/therapeutic strategy, new diagnostic tools etc... This five years period implies necessarily that the project is able to deliver results in the foreseeable future; closest to a clinical application. It allows time to set up appropriate preclinical studies (which should be precisely described with a methodological approach clearly stated).

Since the project should be original and innovative, a part of bet must be accepted, but you will have to evaluate if this bet is reasonable enough, which means an estimate of the credibility of the proof of principle supporting the proposal and of the feasibility of the crucial steps to be crossed. The call requires also the involvement of at least one industrial companies interested in the practical impacts of the project.

As the jury 2016 is composed of international members, it is requested that you write your review in English to facilitate the evaluation process. You will be requested to complete your written evaluation reports on line before 2016-04-20 in order to guarantee proper organization of the scientific evaluation panel meeting which will take place in June. The abstract of the proposal is available below:

**Project:** Acronym (max 2000characters)

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Summary of the proposal

Complete full proposals are available on the RHU-S website only after consultation of the code of Ethics and validation of the non-disclosure agreement. Please check for conflicts of interest the proposals assigned to you and inform ANR should you identify any conflicts.

Should you accept or refuse to review, please express your engagement by clicking on the following link: <http://investissementsdavenir.agencerecherche.fr/RHU-V2/accueil.php?link=answerXP&code=xxxxxxx>

If you do not have time to review this grant, we will appreciate it if you can provide us with names of 2-3 alternative expert reviewers, including qualified personnel from your own department.

Same link to answer **YES or NO** to the solicitation

Please don't forget that indication of your answer will avoid receiving unnecessary reminder emails.

We remain at your disposal for any questions that you may have or any difficulties that you may encounter. Thank you once again for your invaluable contribution to the ANR 2016 evaluation process.

Sincerely yours,  
**The Team RHU-ANR**

Were are expecting your answer about this Project

Yes I agree to evaluate this Project  
 No, thanks

OK

Thank to indicate a reason

- If your answer is **No, Thanks**. We would appreciate that you indicate the reason.
- If your answer is **Yes, I agree to evaluate this project**: your account is automatically created. Thank to look in your mailbox; an email will prompt you to finalise the creation of your account and choose a password.



Good morning .XXXXX,

Thank you to approve our invitation to review a project:

You can confirm your account and choose a password by clicking [this link](#) above:

<http://investissementsdavenir.agencerecherche.fr/RHU/accueil.php?link=confirm2&code=>

Best Regards,

RHU Team

If your login address is already known by our system, after having accepted this new review, you will have **automatically** the new project available in your dashboard.

### **b. Account and password, change my password**

You will confirm your account creation and choose a password (confirmation twice for the first connection).

Your Password cannot contain quotation marks, white space, special characters...**Only 8 letters and numbers** easy to remind. The password, chosen by the user, is personal and confidential.

ACCOUNT CONFIRMATION 3/3

Please, choose a password (8 characters)  
Warning: Only letters and numbers

Password \*

Confirm your password \*

Votre compte est créé./ your account has been created.

RHU: ASSESSEMENT STEP

Technical assistance: [rhu@agencerecherche.fr](mailto:rhu@agencerecherche.fr).

Connection

Identifiant

Mot de passe

[Lost Password](#)

Congratulation, your account has been created!

If needed, the password can be changed by clicking on the **Lost Password** link:

[http://investissementsdavenir.agencerecherche.fr/RHU-V2/accueil.php?link=ident\\_eval&msg=successIdent](http://investissementsdavenir.agencerecherche.fr/RHU-V2/accueil.php?link=ident_eval&msg=successIdent)

It is required to read the ethic chart and accept the confidentiality agreement prior to access to the full document(s) of the proposal(s) to review on the online evaluation website

Be sure of the absence of conflict(s) of interest for each proposal before to begin any evaluation. If you have a conflict of interest related to the proposal, the reason for the conflict is to be described in the space provided for that purpose in the Col (conflict of interest) form available on the Instruction, documents and templates page (see below [Confidentiality \(NDA\), Conflict of interest \(Col\)](#)) or by email to the RHU Team ([RHU@agencerecherche.fr](mailto:RHU@agencerecherche.fr)) for late detection during the evaluation process.

**Thank you for the proper conduct of the evaluation to check conflict(s) in priority (ASAP).**

## 5. CONFIDENTIALITY (NDA), CONFLICT OF INTEREST (COI)

Individuals who are involved in the selection process for the generic call for proposals must not find themselves in a situation where the independence, impartiality or objectivity of their work could be challenged, with their judgement being influenced or appearing to be influenced by a personal interest.

Hence all reviewers will need to formally declare any possible conflict of interest before agreeing to engage in evaluation activities.

Following is a non-exhaustive list of examples of conflicts of interest:

- Persons involved in preparing a proposal that they might be evaluating;
- Persons who have significant business or professional relationships with the applicants;
- Persons who stand to benefit from a particular project being selected (persons involved in the publication or commercialisation of future results) or not being selected (direct competitors);
- Persons having family or friendship ties with the applicants;
- Persons with direct ties to the applicants or their employers, by virtue of investments, financial obligations, or civil obligations.

Instructions, documents and templates

[:https://investissementsdavenir.agencerecherche.fr/RHU-V2/accueil.php?link=notice2](https://investissementsdavenir.agencerecherche.fr/RHU-V2/accueil.php?link=notice2)

All the documents are available online in the dedicated page of the **Instructions, documents and templates** as forms to download, fill, sign, and upload online.

## 6. ELEMENTS AVAILABLE FOR THE SELECTION PROCESS

This stage of the selection process will be based on the following elements directly provided by the applicants.

All the documents submitted by the *consortium* are available online in the dedicated page of the **Projects list** page:

Projects List

[: https://investissementsdavenir.agencerecherche.fr/RHU/accueil.php?link=listeProjets](https://investissementsdavenir.agencerecherche.fr/RHU/accueil.php?link=listeProjets)

The screenshot shows a table with columns for '#', 'Acronym', and 'Documents'. A red callout points to a red link 'ENG\_ia-rhu-2014-document scientifique.pdf' with the text: 'Click on the document to upload it (Pdf, doc or Excel form)'. A blue callout points to the '30XXXX' and 'RHU-Proposal X' with the text: 'Click on the number or the acronym name of the proposal to evaluate to enter on the evaluation page'.

- The proposal's scientific document (maximum 40 pages, PDF), which is the major element used for the evaluation based on the criteria described below.

[ENG\\_ia-rhu-2014-document scientifique.pdf](#) - All the scientific documents are stands out by a red colour code. ENG: drafted in English and FR: drafted in French.

- The methodological annexes of each proposal are available in a yellow colour link. ENG: drafted in English and FR: drafted in French

- The BIOGRAPHICAL SKETCH of the PI/Coordinator is stands out by a pink colour code.

- The administrative and financial information that has been loaded on the proposal submission web site. This information is available for viewing on the web site, and is also available as an Excel documents.

[Common-ia-rhu-2014-Documents-AdminFin.xlsx](#) All the administrative and financial documents are standing out by a green colour code.

⇒ To consult or to download them, you just have to click on it.



## 7. EVALUATION CRITERIA

Reminder: Click on the **number** or the **acronym name** of the proposal to evaluate to enter on the evaluation page.

During this stage of the selection process, the *ad hoc* peer reviewers will request to review the proposals according to the 6 following evaluation criteria below:

- 1) Relevance of the research project proposal with respect to the orientations of the call for proposals.
- 2) Scientific and technical quality
- 3) Methodology, quality of the project structure and of its coordination
- 4) Global impact of the project
- 5) Quality of the *consortium*
- 6) Adequacy between project and resources / Project feasibility

To help them in their review, appreciation elements are suggested for each criterion (available online) while being neither restrictive nor mandatory.

Specific questions in regard of this call are to be monitored; this is why you will find here some additional guidelines and open thoughts (if applicable) below:

### **Overall Impact:**

Reviewers will provide an overall impact/priority score to reflect their assessment of the likelihood for the project to exert a sustained, powerful influence on the research field(s) involved, in consideration of the following review criteria, and additional review criteria (as applicable for the project proposed).

### **Scored evaluation Criteria:**

Reviewers will only consider the evaluation criteria in the determination of scientific, clinical and technical merit. A global appreciation (A to E) is requiring in summary of all the criteria and separate scores are mandatory for each criterion (1 to 5).

An application does not need to be strong in all categories to be judged likely to have major scientific impact. For example, a project that by its nature is not innovative may be essential to advance a field.

**For methodological experts, only the items 2, 3, 5, 6 are mandatory.**

Thanks to indicate the rating 0 online on the other items prior to validate your review and the final Overall score S/METH.

<https://investissementsdavenir.agencerecherche.fr/RHU-V2/accueil.php?link=notice2>

It is therefore recommended to complete carefully all the comment areas (for each criteria) because at the end of the evaluation process they will be used by the jury, during the meeting and for drafting the synthesis of the PI.

This call is a very competitive contest. Therefore your evaluation should be discriminant. Please, make sure that your written comments at each item/criterion are in keeping with your numeral score. To help the jury, you should add short comments (for bullet points) on strengths/weaknesses.

⇒ **Please, identify major strengths and weaknesses per criterion**

### **Additional Review Criteria:**

There cannot be other evaluation criteria than those indicated in the evaluation grid.

### **Significance:**

Is it a single research project, ambitious, strong and focused on a disease, a methodology or a set of agglomerates and independent projects on the same theme?

Does the project address an important problem or a critical barrier to progress in the field? If the aims of the project are achieved, how will scientific knowledge, technical capability, and/or clinical practice be improved? How will successful completion of the aims change the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field?

### **Innovation:**

Does the application challenge and seek to shift current research or clinical practice paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions?

Are the concepts, approaches or methodologies, instrumentation, or interventions novel to one field of research or novel in a broad sense?

Is a refinement, improvement, or new application of theoretical concepts, approaches or methodologies, instrumentation, or interventions proposed?

### **Investigator(s):**

Are the collaborators (researchers, clinicians, company leaders) well suited to the project? Do they have appropriate experience, skills and training? If established, have they demonstrated an ongoing record of accomplishments that have advanced their field(s)? Do the investigators have complementary and integrated expertise; are their leadership approach, governance and organizational structure appropriate for the project?

Are the importance and the involvement of companies, the pertinence of their expertise essential and guarantee for the acceleration to the market and access to better care?

### **Protection/Environment:**

Will the scientific, clinical, entrepreneurship environment and business area in which the work will be done contribute to the probability of success? Are the institutional support, equipment and other physical resources available to the investigators adequate for the project proposed? Will the project benefit from unique features of the scientific environment, subject populations, or collaborative arrangements?

### **Approach/workpackages:**

Are the overall strategy, methodology, and analyses well-reasoned and appropriate to accomplish the specific aims of the project? Are potential problems, alternative strategies, and benchmarks for success presented?

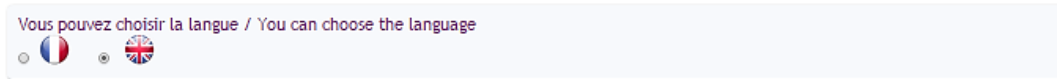
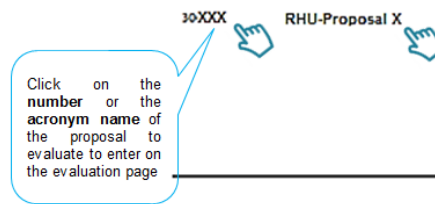
If some workpackages are in the early stages of development, will the strategy establish feasibility and will particularly risky aspects be managed?

If the project involves clinical research, are the plans for 1) protection of human subjects from research risks, and 2) inclusion/exclusion criteria are justified in terms of the scientific and clinical goals and research strategy proposed?

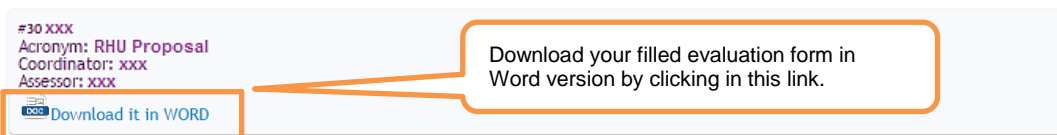
## 8. AD HOC PEER REVIEWER REPORTS



The template(s) of the Evaluation Form to fill is accessible by clicking on the **number** or the **acronym** of the proposal.



### EVALUATION FORM



- Score meaning:
- 0 = Criterion not addressed or that cannot be evaluated based on the information provided
  - 1 = Poor: criterion is addressed in a superficial and unsatisfactory manner
  - 2 = Major weakness: criterion is addressed quite satisfactorily, but there are serious weaknesses
  - 3 = Acceptable: criterion is well addressed, but some improvements required
  - 4 = Good: criterion is very well addressed, although certain improvements are still possible
  - 5 = Very good/Excellent: The proposal successfully addresses all relevant aspects of the criterion in question. Any shortcomings are minor

<b>1. Relevance of the research project proposal with respect to the orientations of the call for proposals</b>	
<ul style="list-style-type: none"> <li>The call for proposals objectives will be consistent with the priorities set up in the call for proposals France HORIZON 2020, the European call for proposals HORIZON 2020, with the social challenges Health Well-being, and with the road map established by the National Health strategy.</li> </ul>	
Rating	<input type="text" value="▼"/>
Comments and Arguments minimum: 300 char.	<div style="border: 1px solid #ccc; height: 60px; width: 100%;"></div> 0 characters



In this form, the *ad hoc* peer reviewers will provide detailed comments concerning each evaluation criterion. As these comments may be sent to the applicants<sup>1</sup>, they are to be informative, are to be worded in a non-hurtful manner and do not allow the reader to identify the evaluator.

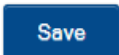
Each of the six evaluation criteria is rated on a **scale of 1 to 5**. The entirety of this scale is to be used, in a manner that adheres to the following meanings:

Rating	Score meaning
0	<b>Criterion not addressed</b> or that cannot be evaluated based on the information provided
1	<b>Poor:</b> criterion is addressed in a superficial and unsatisfactory manner
2	<b>Major weakness:</b> criterion is addressed quite satisfactorily, but there are serious weaknesses
3	<b>Acceptable:</b> criterion is well addressed, but some improvements required
4	<b>Good:</b> criterion is very well addressed, although certain improvements are still possible
5	<b>Very good/Excellent:</b> The proposal successfully addresses all relevant aspects of the criterion in question. Any shortcomings are minor

**Important:** Any proposal that fails to supply the elements necessary for evaluation of any of these criteria is to be given a score of zero for the criterion in question.

An overall score A to E is mandatory prior to submit and validate your review:

Overall Score	Score meaning
<b>METH</b>	Methodological review
<b>A</b>	Very good project - To be supported
<b>B</b>	Good project, Some weaknesses. To be discussed.
<b>C</b>	Interesting but not to be funded
<b>D</b>	Major weaknesses
<b>E</b>	Inadequate/Out of scope

We encourage you to regularly  your comments online (automatic termination of session can cause some losses of unsaved data) or downloaded the Word template and used offline prior to "cut and paste" online.

**You can save a partially completed form and return to it later to finalise it.**

<sup>1</sup> The entire process measures are used to safeguard confidentiality and anonymity are strictly adhered to by all personnel involved during the evaluation.

At the end of your review, after the last save-action, you can read 2 types of green messages at the top of the page:

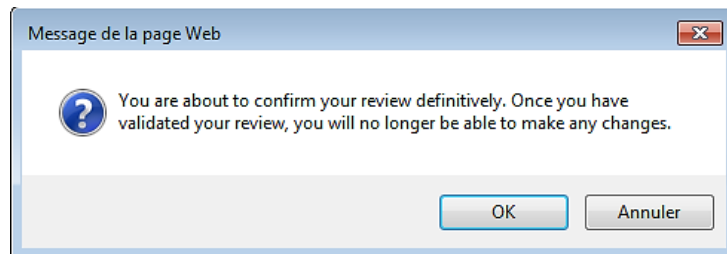
- If the saved form is not considered complete and why it is not the case:

**This form is saved BUT, to validate it:**  
Please, check the rating for the criter 1  
Please, type the justification for the criter 1  
Please, check the rating for the criter 2  
Please, type the justification for the criter 2  
Please, check the rating for the criter 3  
Please, type the justification for the criter 3  
Please, check the rating for the criter 4  
Please, type the justification for the criter 4  
Please, check the rating for the criter 5  
Please, type the justification for the criter 5  
Please, check the rating for the criter 6  
Please, type the justification for the criter 6  
Please, check the rating for the overall rating

- If the saved review is fully achieved, you have the possibility to submit definitely your review:

Cette partie est entièrement remplie - Vous pouvez valider votre expertise  
This form is fully achieved - You can submit by clicking on validate.

VALIDATE



The validation of your grid will be permanent and this will allow to the jury to have access to your opinion. When all is said and done, do not forget to **validate**.

Your review(s) as **external expert** is/are immediately available after this validation(s) by the jury.


You can save a copy of your final evaluation grid into the Evaluation form page as below:

EVALUATION FORM

#30 XXX  
Acronym: RHU Proposal  
Coordinator: xxx  
Assessor: xxx

Download your filled evaluation form in Word version by clicking in this link. ¶

Download it in WORD





## 9. ADMINISTRATIVE INFORMATION

The ANR ensures honorarium (150 euros excluding taxes) to the reviewer(s) provided that this mission is not already compensated in their salary as external experts with a Professional address and details are not French.

**Please do not forget to fill the Honorarium form/ Expert FEES claim Form online.**

To register your administrative/bank information, you can register using the forms on the webpage and download/upload all needed documents directly in your secure account.

Fiche de Renseignements  
Personal details Form

### Payment processing – online Personal details Form. TO FILL ONLINE.

#### PERSONAL DETAILS FORM

##### Personal Information

Last name \*

First name \*


Date of birth \*  

Nationality \*  

E-mail \*


Phone number \*

Fax number

Home address \*  

Zip Code \*

City \*

Country \*  

Save




### Professional Information

Pr  MD  PhD  PU-PH  MCU-PH   
 PH  PU  MCF  DVM  MChD  
 Honorary Professor  PDG/CEO  
 Manager/Chief Operation Officer  
 Head of  Director/Dr

Statut \* Other:

academic  
 medical  
 industrial

Job Title \* Other:

Skills \* [click here to add your personal keywords \(skills\)](#) 

Organism Name \*

Organism Address \*

Organism City \*

Organism Zip-code \*

Organism Country \*

Save 

 Thank you in particular to specify your favorite evaluation skills which allowing us to more precisely solicit you in the future.

### Bank Information

Personal bank name \*

Country of the bank \*

Bank address \*

Account number \*

Sort code / ABA / Bank routing Number / BLZ \*

IBAN  
If the IBAN code is applied in the country where your bank is situated \*

code BIC/SWIFT \*

Save

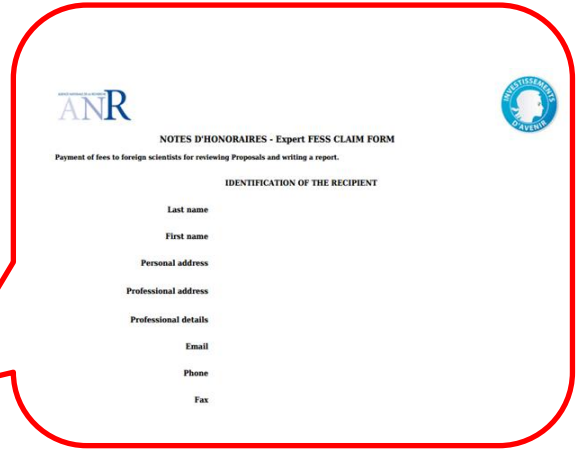
Validate 

After validation of your form, you can download the final filled Form in the same page.

Modify the form

If you encounter errors in your form, you should correct it before print and sign it.

Expert FEES claim Form



ANR INVESTISSEMENTS D'AVENIR

NOTES D'HONORAIRES - Expert FEES CLAIM FORM  
Payment of fees to foreign scientists for reviewing Proposals and writing a report.

IDENTIFICATION OF THE RECIPIENT

Last name  
First name  
Personal address  
Professional address  
Professional details  
Email  
Phone  
Fax

You can download your Expert FEES claim Form here: 

Then you can print it, sign-up it, scan it and send it by the send-field above.

Maximum size/File: 10Mo

Then you can **print it, fill the final number of expertises, sign it, scan it and send it** by the send-field online.

Exemple for 2 submitted reviews


LIST OF REVIEWED PROPOSALES	
Call for proposals	Proposal
RHU	Proposal 1- acronym
RHU	Proposal 2-acronym

For this review, the following sum will be paid: 150 euros x **2**..... = **300**..... euros.

A "Relevé d'Identité bancaire" (RIB) for a payment on a French bank account, or an "International wires instructions issued by your bank" for the other countries is mandatory to avoid payment rejection.

**SEPA ZONE**

**FlexAccount**  
Statement of Account




Account Number: \_\_\_\_\_  
Branch Prefix: \_\_\_\_\_

Bank Address: \_\_\_\_\_  
Telephone n°: \_\_\_\_\_

Name – Surname: \_\_\_\_\_  
Personal address: \_\_\_\_\_

IBAN : \_\_\_\_\_ BIC : \_\_\_\_\_  
SWIFT INTERMEDIARY BANK: \_\_\_\_\_

**OCEANIA ZONE**




PO Box 3119, Christchurch Ph. 3 351 8833  
office@kingschurch.co.nz www.kingschurch.co.nz

Name – Surname : \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Sort Code/BSB: \_\_\_\_\_  
SWIFT Code: \_\_\_\_\_  
|  
Bank Address: \_\_\_\_\_  
\_\_\_\_\_

**In terms of identification of the account :**

**Sort Code :** Identifies the bank and the specific branch  
**Account number :** Identifies the exact account ( Some forms used may have an additional digit space).

**CANADA ZONE**




**WIRE TRANSFERS**

**Wire to:** Address Bank : \_\_\_\_\_  
Transit Number : \_\_\_\_\_  
Bank Number : \_\_\_\_\_  
SWIFT Code : \_\_\_\_\_  
SWIFT INTERMEDIARY BANK : \_\_\_\_\_

Account number : \_\_\_\_\_  
Beneficiary Name : \_\_\_\_\_  
Beneficiary Address: \_\_\_\_\_

**USA ZONE**



Provide the following information to the person sending the wire

<small>Your Chase Account Number (if using a Chase Link, Investment or other non-Deposit and Number etc. NOT apply a check unless it is "Your Reference" &amp; "Check" the type of transfer to be provided)</small>		<small>Your Name as it Appears on the Account to be credited:</small>	
<small>Amount of the Wire:</small>		<small>Receiving Bank Name: Chase</small>	
<small>For Domestic transfers, Chase ABA Routing/Transit Number:</small>		<small>Receiving Branch Address:</small>	
<small>For International transfers, Chase Swift Code:</small>			
<small>Other information:</small>			

**Important!**

- Incoming funds will be credited based solely on the Account Number you provide. **BE CERTAIN** you confirm that the Account Number is correct.
- Any error or incomplete information may result in the wire going to the wrong person or being delayed, which could result in the loss of funds.
- Incoming funds may be deposited into the checking or savings account or may be applied as a payment to the loan on file at Chase.
- Incoming funds cannot be credited to a Chase Liquid Prepaid Card.
- Incoming funds may have 3 full Business Day notice from funds are received from the sender.

You also have the possibility to update other requested forms (DoI, CV, NDA...), on the same page.

**Thank you for your contribution to this evaluation.**