



D1.2 - Report on the setting up of the Advisory Board



Communities for Sciences

Towards Promoting an Inclusive Approach in Science Education

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1. Executive Summary

This is the WP1 Deliverable corresponding to the definition, protocol and functions of the Advisory Board (AB) structure and members. Once this is established in coordination between WP1 and WP2, the coordination of the Advisory Board will be led by the WP2 leader as it is established in the Grant Agreement.

The project ***Communities for Sciences (C4S)- Towards Promoting an Inclusive Approach in Science Education***, aims at approaching science to children and families from communities in risk of vulnerability. Also aims to provide tools and strategies to detect and surmount any potential barriers or bias in relation to these communities as well as to provide mechanisms to make science inclusive for all, regardless the condition or background of participants. C4S is a project with a strong RRI basis, thus requiring paying a special attention to any RRI aspects potentially, or actually, involved. The Advisory Board will play a central role in providing advice and orientations in those aspects, required by the Consortium partners, regarding the involved communities in risk of vulnerability as well as regarding certain RRI aspects of the project.

This document sets up the main guidelines, criteria and framework for the set up and proper functioning of the Advisory Board structure during the next stages of the C4S project.

2. Rationale and role

The C4S project aims to highlight the importance of promoting science education through the establishment of Community Living Labs in each HUB involved, with the active participation of children and families from communities in risk of vulnerability (Immigrant background, Roma community and people with disability and/or SEN) taking also into consideration a gender intersectional approach. Also, C4S has a strong Responsible Research and Innovation (RRI) background and focus (stressing on Science Literacy & Science Education, Gender, Ethics, Public Engagement, Governance, and Open Access aspects). In this sense, it aims at tackling the issue of inclusion in science education not only from a Bottom–Up and grassroots approach but also from a Top-Down perspective working together side by side with policy makers, institutions and experts from the areas involved. This will be done in order to strengthen and consolidate the strategic alliances required to promote an inclusive science education approach for all and with the participation of all involved stakeholders and communities.

To develop an adequate and co-participatory approach with the target groups and supporting stakeholders, and to ensure that the approaches, strategies and implementation are adequate (in terms of RRI values and appropriate interventions with the communities involved), it is required to set up an Advisory Board (AB) structure with a pool of experts in the main relevant areas involved to ensure an adequate development of the C4S project.

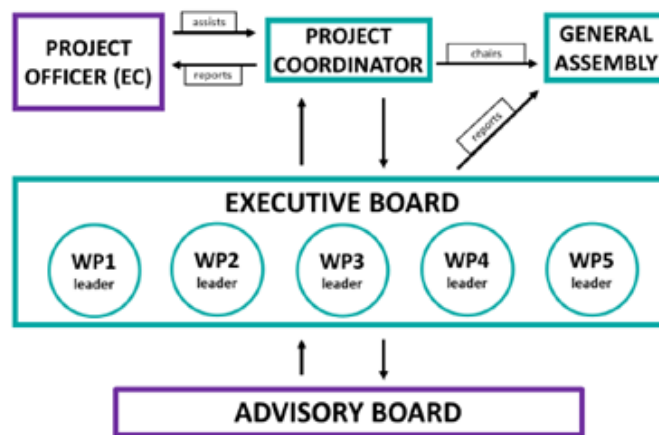
These experts will provide advice, feedback and recommendations whenever their input is required and taking into account there in each case their specific area of expertise. In some cases, their advice might be required for local actions and in other for a more global/pan-European perspective related to the globality of the C4S project. Also, the AB will help disseminate some of the project aims and outcomes and help in establishing links and bridges with other experts, institutions and/or projects that could be related or beneficial for the project outcomes.



3. Structure and communication

The C4S Advisory Board will be constituted by a pool of experts on the relevant RRI areas and communities involved. There will be different levels of involvement in the AB, depending on the needs and priorities of the C4S project: from playing a limited role as advisor for specific activities to providing a more continuing and in-depth feedback and support to the project. The AB will periodically report to the C4S project as described below:

Figure 1 C4S Management Structure



The AB, when fully functioning, will be coordinated by the WP2 leaders, as specified in the Task 2.3, to provide specific or periodical feedback, depending on its area of expertise and the needs of the project. These reporting will be shared with the Executive Board (EB) for them to analyse, review and implement some changes (if adequate).

Different levels of involvement as AB members are considered (in each case the level of impact might be from local –HUB level- to global –impact in the whole C4S Consortium). AB members may be either physical persons (i.e., experts, members of communities...) or juridical person (associations, research groups...):

- Level 1:** Limited feedback for specific C4S actions: this level of involvement of the AB member will be very limited. The expected feedback from this level will be circumscribed to from one to very few brief meetings to clarify specific issues and receive some very specific feedback on certain issues.
- Level 2:** More periodical feedback for more stable follow-up interventions or actions: this level of AB membership will require meeting more periodically for more relevant aspects of the project which require a more in-depth feedback and analysis. The feedback might be given verbally or in a short, written form depending on the C4S needs (local or global).
- Level 3:** Full-fledged involvement with written Reports and feedback: This 3rd level of involvement in the AB will be circumscribed to those C4S core issues that would require a closer follow-up of certain C4S activities and a very fine-grained and detailed analysis that should require in-depth meetings. For this level, there will be a very limited number of experts.



The levels of involvement of each expert from the AB pool, will be decided in coordination with the WP2 and also with the approval of the EB.

Whenever it is necessary, the C4S project will cover the expenses of the AB members that may be required to attend to the meetings (transport, diet, hotel...) or to closely follow-up some of the activities undertaken. Also, FUB (WP1 Leader), has budget dedicated to the subcontracting of some external experts from the AB pool, to pay the more detailed written reports and more close dedication to the advising.

The AB members should at least provide their expertise in one or more of the following areas (in accordance to the RRI values and communities involved in the C4S project). The level of expertise needed will be decided upon the conclusions of the Blind Spot analysis (T2.1) carried out during the first months of the project.

- Gender equality (and intersectionality)
- Ethics
- Science Education
- Governance
- Open access
- Public engagement
- Expertise in working with migration
- Expertise in working with Roma community
- Expertise in working with persons with disability and/or SEN

In coherence with the C4S aims and values, it will be required that some of the AB members should also be members of the target communities (Roma, migrants, persons with disability). Also, the AB pool of experts should be constituted following a gender equity criteria.

The composition of the AB pool of experts should include experts from different EU realities and be proposed by different C4S partners.

The list with the pool of expert will be devised among partners from M10 to M12, approved at M12 and after the approval, the AB members will be contacted and involved (see the procedure below) in one of the different levels presented above.

4. Advisory Board members involvement procedure

The different levels of involvement of the AB pool will required different forms of consent:

Level 1: Oral or mail-written consent

Level 2: Signed letter of commitment and oral or mail-written consent

Level 3: Signed contract, letter of commitment and oral or mail-written consent

The letter will address the tasks expected and the level of involvement and communication & reporting mechanisms. Also, the areas in which the AB expert which be involved. The letter will be sent by WP2 to level 2 and 3 AB members. See Annex 1.



Annex 1: Letter of Commitment (*proposal*)

[Name of advisor/institution], represented by *[name of the legal representant in case of institutions]*, is committed to be part of the Advisory Board in the *[specify]* field of the project **COMMUNITES FOR SCIENCES (C4S)**, funded under the European Union's Horizon 2020 research and innovation programme with Grant Agreement number No 872104.

Specifically, and only related with the field or fields of expertise specified above, *[Name of advisor/institution]*, commits to the following: *[specify depending on the level of involvement]*

[Level 2]

- *Give periodical feedback (verbally or in a short-written form) to the C4S Consortium*
- *Attend periodically meetings (virtual or presential) for more relevant aspects of the project.*

[Level 3]

- *Give a close follow-up of certain C4S up interventions or actions, giving a detailed Report analysis in a written form to the C4S Consortium*
- *Attend meetings (virtual or presential) for more relevant aspects of the project.*

To facilitate the development of the advising task, C4S will facilitate all the information required and will also assume the full costs of the meeting attendance travel (if required).

[Only for level 3 members] A documents specifying the payment conditions and the more detailed tasks will be prepared after the signature of this commitment.

Also, C4S will give public visibility to the advisor's name and tasks in the C4S media channels and in the European reports.

[Date & legal representative's signature]