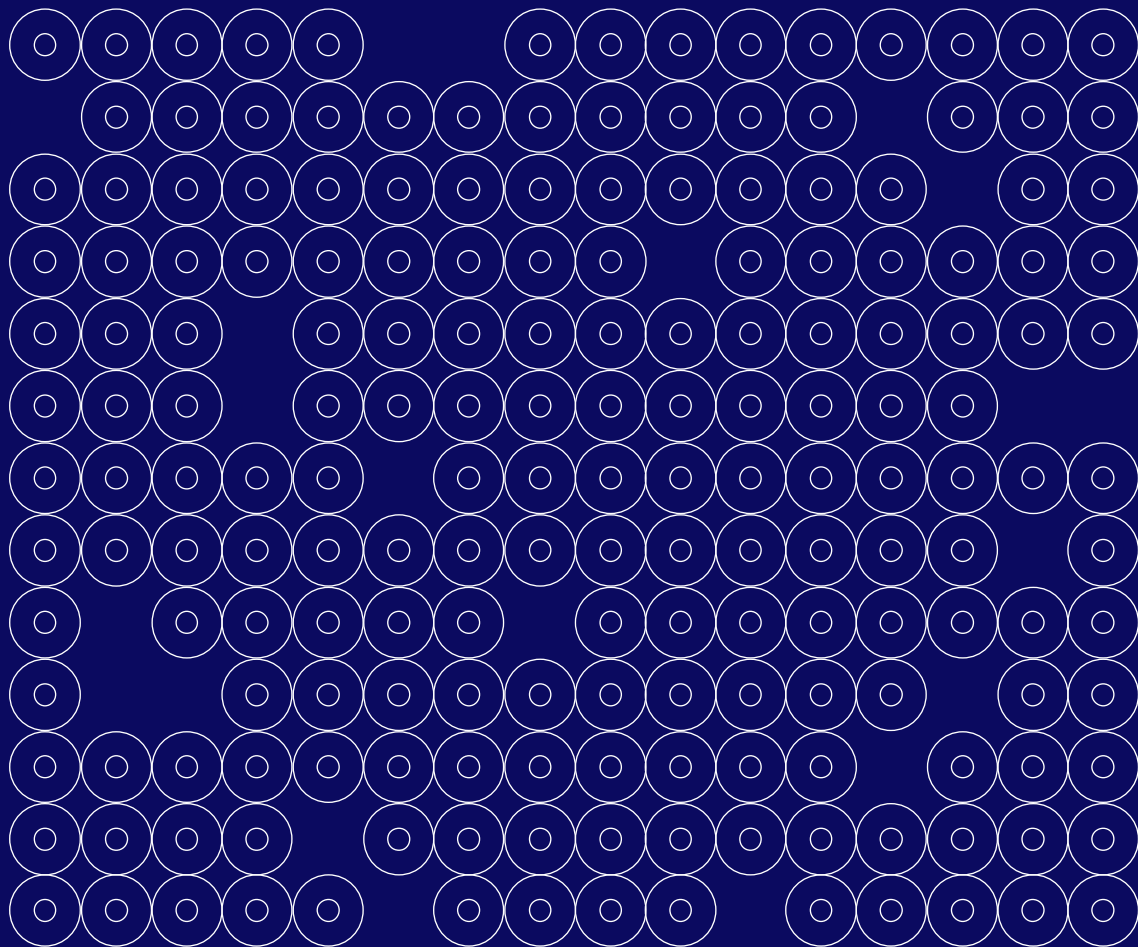


JPIAMR General Call Procedures 2021

Version 2020-11-11



Contents

Introduction	2
1. Governance	3
1.1 The JPIAMR Management Board (MB).....	3
1.2 The JPIAMR Scientific Advisory Board (SAB)	3
1.3 The JPIAMR Secretariat.....	3
1.4 The JPIAMR Core Call Group.....	3
1.5 Funding organisations.....	3
1.6 The Joint Call Secretariat (JCS).....	3
1.7 The JPIAMR peer review system.....	4
2. Confidentiality of information	5
3. Conflict of Interest (CoI) management	6
4. Ethical considerations and review	7
4.1 Responsibility of funding organisations.....	7
4.2 Responsibility of funded consortia	7
5. Gender dimension	8
6. Preparation and launch of JPIAMR calls	9
6.1 Pre-launch call guidance timeline.....	9
6.2 Call of interest to participate and formation of CSG	10
6.3 Appointment and role of the JCS.....	10
6.4 Formulation of drafts of call text.....	10
6.5 Finalisation of call text and support documents	11
6.6 Preparation of communication materials and communication of the call	12
6.7 Setting up the peer review system for JPIAMR calls	13
6.8 Setting up the launch of the call	14
7. Management and evaluation of a JPIAMR research project call	15
7.1 JPIAMR research project call guidance timeline	15
7.2. Launch of call	16
7.3 Communicate updates and reminders about the call deadline	16
7.4 Call closure.....	17
7.5 Eligibility check of pre-proposals	17
7.6 Review process	17
7.7 JPIAMR evaluation criteria for research projects	18

7.8 Grading system for research projects.....	19
7.9 Evaluation and selection of pre-proposals (first PRP meeting).....	19
7.10 Ethical review.....	20
7.11 Full proposal invitation to selected pre-proposals.....	20
7.12 Eligibility check, selection of PRP and assigning reviewers to proposals.....	20
7.13 Evaluation and selection of full proposals for funding (Second PRP meeting) ..	20
7.14 Decision on ranking list and fundable projects	21
7.15 National funding decision	21
7.16 Communication of call outcome.....	22
8 Management and evaluation of a JPIAMR network call	23
8.1 Network call guidance timeline	23
8.2 Launch of the call.....	24
8.3 Communicate updates and reminders about the call deadline	25
8.4 Call closure.....	25
8.5 Eligibility check of proposals.....	25
8.6 Review process	25
8.7 JPIAMR evaluation criteria for research networks	26
8.8 Grading system for networks and network plus	27
8.9 Evaluation and selection of network proposals (PRP meeting)	27
8.10 Form of support.....	28
8.11 National funding decision	28
9. Post-award processes	29
9.1 Project reporting requirements.....	29
9.2 Network reporting requirements	29
Annex 1. Call communication plan.....	30
Pre-announcement.....	30
Launch of the call.....	30
Communicating call results.....	30
Guiding principles	31
Key communication components.....	31
Annex 2. JPIAMR peer reviewers database	33

Introduction

The JPIAMR General Call Procedures (the Procedures) is a framework for participation in, and execution of JPIAMR calls, including the management of jointly funded transnational projects, as well as project reporting and dissemination of call results. The Procedures are incorporated as an annex into both call Memorandum of Understanding (MoU) and Consortium Agreements (CA).

The Procedures serve as an instruction for the preparation and conduct of JPIAMR calls in order to ensure that JPIAMR call processes are maintained to the highest standard and that all calls follow a common and known and transparent process. The Procedures are intended to guide the funding organisations when setting up, managing and evaluating JPIAMR transnational calls. The Procedures have been adopted by the JPIAMR Management Board and are reviewed annually by the JPIAMR Core Call Group.

The Call Steering Committee of a specific call keep the core call group informed with drafts of call documents and invite the core call group to their meetings. Members of the core call group will follow the process of the development of the call documents and ensure that the call documents are in line with the JPIAMR procedure document. In the case that unexpected events and conditions arise during the implementation of individual calls that warrant modification of the Procedures, the deviation from or modification of Procedures should be approved by the JPIAMR Core Call Group.

1. Governance

This section describes the governance of JPIAMR calls and the rules and mandate for the different JPIAMR call bodies involved.

1.1 The JPIAMR Management Board (MB)

The JPIAMR Management Board (MB) is the decision-making body of JPIAMR with responsibilities for all JPIAMR activities. The MB adopts the JPIAMR [Strategic Research and Innovation Agenda](#) (SRIA) which guides the MB in the selection of call topic areas, as well as the [JPIAMR Roadmap of Actions](#) which includes future planned calls.

1.2 The JPIAMR Scientific Advisory Board (SAB)

The JPIAMR Scientific Advisory Board (SAB) gives scientific input to the MB on scientific matters, including but not limited to the SRIA, Roadmap and JPIAMR calls.

1.3 The JPIAMR Secretariat

The JPIAMR Secretariat supports the MB in strategic planning and supervision of calls and organises the JPIAMR Core Call Group. The JPIAMR Secretariat promotes funder participation and financial commitment in JPIAMR calls and manage the call process until the formation of the Call Steering Group (CSG) of a specific call. It supports the CSG and Joint Call Secretariat (JCS) for all calls in implementing JPIAMR Call Procedures. The JPIAMR Secretariat is responsible for central communication of the call, including pre-announcements, publishing of call text, and communication of project results and outcomes. This is done in collaboration with the JCS and participating national funders.

1.4 The JPIAMR Core Call Group

The Core Call Group is comprised of representatives from previous Joint Call Secretariats. The task of the group is to supervise the JPIAMR call process and develop and update the general Call Procedures and support documents including the Guidelines for Applicants and Guidelines for Reviewers. A representative from the JPIAMR Secretariat is the Chair of the Core Call group.

1.5 Funding organisations

National/regional and international funding organisations provide funding commitment to JPIAMR calls and fund participants in JPIAMR funded projects from their respective country/region or a group of countries. The Call Steering Group (CSG) is responsible for the governance of a specific call and is composed of one representative from each funding organisation participating in the call. The CSG is responsible for the call management, communication strategy and overall implementation of the call, as described in these procedures. All CSG members agree to adhere to the conditions of the Memorandum of Understanding (MoU) (Annex 3).

1.6 The Joint Call Secretariat (JCS)

The Joint Call Secretariat assumes responsibility for the operational management of the call from the JPIAMR Secretariat after the formation of the CSG. It is hosted and

organised by one (or several) of the funding organisations participating in the call. The JCS is responsible for the review process and constitutes the point of contact for applicants, reviewers, coordinators of funded project and funding organisations of the call. For calls which are not cofounded by the European Commission, the JCS organises and chair the CSG meetings for preparation of the call, including drafting of call text, MoU and other support documents.

1.7 The JPIAMR peer review system

All project proposals submitted in response to JPIAMR calls are subject to peer review. The JPIAMR peer review system consists of remote reviewers and peer review panels (PRP). The reviewer panel may be composed of independent scientists, experts, representatives from industry, patient organisations or other stakeholders with recognised expertise on the call topic. A reviewer cannot be part of a consortium applying to the call (see section 3). The CSG members are entitled to join the peer review panel meeting as observers.

A peer review panel is selected for each call by the CSG. It is composed of a subset of, or all of the remote reviewers, and if needed, additional experts. The exact composition of the PRP depends on the scope and objectives of the call. The PRP is responsible for the final evaluation of pre-proposals and proposals at the PRP meeting according to the JPIAMR Reviewers Guidelines.

The CSG may appoint observers of call process or peer review system. They may be representatives of funding organisations or external. Observers may attend CSG and PRP meetings and may not apply to the call.

A subset of reviewers in the PRP will serve as rapporteurs for assigned individual applications.

Remote reviewers are recruited to do remote scientific evaluation of pre-proposals and proposals for projects according to the review criteria. They are nominated and appointed by the CSG. All contacts and collection of reviews are managed by the JCS. Members of the JPIAMR MB or SAB may not serve as remote reviewers or be members of the PRP.

2. Confidentiality of Information

Terms of Confidentiality for JPIAMR calls is regulated in the MoU for the call. The basic principle is that all details of the results of evaluations and funding decisions are considered confidential until the grant decision is published on the JPIAMR and national websites. Confidentiality applies to the members of all bodies. All requests for information about a proposal or evaluation must be referred to the JCS of the specific call. The Reviewers, PRP members and independent observers will sign a confidentiality agreement before undertaking the evaluation process.

3. Conflict of Interest (Col) management

This section describes the JPIAMR guidelines for managing any Col during the call management and evaluation process. The general rules of Col apply to the members of all JPIAMR call bodies. MB members cannot be part of a consortium applying to a call. Past MB members cannot apply to a call or take part in a consortium if they have been involved in MB decisions on the call topic during their tenure. SAB members are allowed to apply to a call and take part in a consortium applying, unless they are subject to Col as a result of active participation in formulating the call text. Members of the CSG, JCS and PRP may not be an applicant in any proposal submitted to the call.

PRP members must refrain from reviewing a pre-proposal or full proposal and disclose a Col if any of the Col criteria are met. PRP, CSG members and other Observers should not be present at the PRP or CSG meeting during evaluation, ranking or funding decisions on a given proposal if any of Col criteria are met.

A disqualifying Conflict of Interest (Col) exists if the person:

- was involved in the preparation of a proposal to the same call;
- is a current representative of a JPIAMR MB
- is a past representative of the JPIAMR MB involved in discussions regarding the call
- is a member of the CSG, JCS, PRP or Observer of the call

A Conflict of Interest preventing participating in the review of a certain application exists if the PRP member, CSG member and Observer has:

- published together with any of the applicants within the last five years
- supervised any of the applicants
- are affiliated with the same institution as any of the applicants
- are currently collaborating with any of the applicants
- have a close family relationship, or stand to profit professionally, financially or personally if the application is funded
- have other professional or personal dependencies that compromises their impartiality in the evaluation of a proposal (in their own view or in the eyes of any external third party).

Prior to participating in the review process, members of the PRP and independent observers will be required to sign a confidentiality agreement and will be sent a list containing the coordinator, partners and their institutions for all applications to enable them to check for an existing Col. The PRP, CSG and observers must state whether they have any of the above mentioned Col, or any other association with the proposals and report any Col to the JCS. If a Col is detected later in the process the JCS must be informed as soon as possible. In the case a reported non-disqualifying Col, another reviewer will be appointed by the CSG.

It is the responsibility of the JCS to introduce the definition of Col at the beginning of the PRP meeting. The Col must be recorded by the JCS in the PRP meeting protocol. In the event of doubt, the JCS must be consulted. The ultimate responsibility for monitoring and recording Col is with the JCS.

In all types of Col, the person(s) disclosing a Col follow Col guidelines outlined in the Peer Review Guidelines.

4. Ethical considerations and review

JPIAMR will only fund research of the highest ethical standards complying with European Directive¹ and the relevant national/regional laws, rules, and regulations. Each applicant to a JPIAMR call must comply with both JPIAMR ethical considerations and the national/regional/local regulations in question. Further guidance on ethical considerations are outlined in the JPIAMR Ethical Guidelines.

Within the application system, consortia are required to complete an ethical issues table, as well as supply an ethical self-assessment, a statement presenting ethical questions that the consortia actualise. Each consortium should explain how ethical issues will be treated in the proposed research in the proposal form on ethical and legal issues for each participant. If an ethical permit is required, the applicants should include the status of permit (not applied/under review/permit granted and date of submission/approval). This statement also pertains to data protection, human participation, and use of animals in accordance with the suggestions of the ARRIVE-Guidelines.²

4.1 Responsibility of funding organisations

Funding organisations are responsible to review the statements of their applicants in each consortium to check for compliance with national/regional law, rules, and regulations during the pre-proposal and full proposal eligibility checks. Non-compliant applicants/partners will be declared ineligible and the consortia will be notified and have one week (timeline may need to be adjusted according the specific call) to propose a solution (ineligible partner may accept to work in kind or the project coordinator may propose to exchange/replace the ineligible partner).

For proposals recommended for funding the funding organisations will enforce agreed ethical standards in contracts with their respective funded applicants. It is the responsibility of individual funding agencies that national ethical laws and rules are followed. Deviations from national ethical approvals must be reported to other funders of the consortium.

4.2 Responsibility of funded consortia

The consortia must regulate the ethical requirements and management of ethical issues in the consortium agreement. Deviations from national ethical approvals must be reported to the coordinator and other members of the consortium.

¹ https://ec.europa.eu/research/participants/docs/h2020-funding-guide/cross-cutting-issues/ethics_en.htm

² The ARRIVE Guidelines: Animal Research: Reporting of In Vivo Experiments. Originally published in PLOS Biology, June 2010.

5. Gender dimension

JPIAMR strives to ensure that gender equality is taken into consideration for all aspects of JPIAMR calls. The JCS and the CSG take responsibility to ensure that an appropriate gender balance of PRP members and external reviewers is appointed. Gender equality is also an important consideration in research projects. The JCS must conduct a statistical analysis of the number of applicants submitted and awarded with regards to gender.

Consortia, where relevant, should describe how the gender dimension, i.e. how sex and/or gender analysis is taken into account in the project's content according to requested information in application forms and guidelines

For guidance on methods of sex/gender analysis and the issues to be taken into account, please refer to the EC.³

³ http://ec.europa.eu/research/swafs/gendered-innovations/index_en.cfm?pg=home

6. Preparation and launch of JPIAMR calls

The JPIAMR Roadmap of Actions define a plan for future JPIAMR calls. A formal decision on the definition of call topic priority area is taken by MB in the spring the year before the call launches. The JPIAMR Secretariat is responsible for initiating the discussion on objectives and priorities of the upcoming call. Please note that this timeline is indicative and may submitted to changes (check the call text, grant agreement and Consortium Agreement for more information for the specific call).

6.1 Pre-launch call guidance timeline

<i>Year before launch of call</i>	
March	MB define the call topic at JPIAMR MB spring meeting
April	JPIAMR Secretariat issues an expression of interest to JPIAMR members A call text outline is drafted by the JPIAMR Secretariat
May	CSG is formed and JCS appointed
June – September	call text is drafted by the CSG, coordinated by the JCS
September	JCS adapt generic Guidelines for Applicants
September	Deadline for CSG members to commit budget for the call
October	JCS/CSG finalise call text
October	JCS send call text for external communication to the JPIAMR Secretariat for preparation of promotion material
End October	The JPIAMR Secretariat shares promotional material and a communication plan with the CSG for pre announcement. The CSG sends amendments and approves the promotional material within two weeks of receiving the information.
End October	Financial commitment requested
November	Pre-announcement of the call, aligned with European Antibiotic Awareness Day
December	MoU signed by CSG members
December	JCS update call text/guidelines and send update JPIAMR CO
December	JCS distribute promotion kit to CSG regarding the call
December	Nominations of reviewers from CSG members and JPIAMR reviewers database
<i>Year of launch of call</i>	
January	Launch of the JPIAMR Joint transnational call

Some of the steps in the process of preparing a call are described in more detail below.

6.2 Call of interest to participate and formation of CSG

An inquiry about interest to participate in an upcoming call is issued by the JPIAMR Secretariat. Committed funding agencies constitute the CSG for the call. All members interested in the call must designate a funding agency contacts who should represent the party at CSG meetings, call preparation processes and to act as a funding agency contact for communication purposes.

6.3 Appointment and role of the JCS

The JCS is appointed either through a decision in the ERA-Net Cofund CA or selected by the CSG. The JPIAMR Secretariat also investigates the interest among the funding agencies to act as the JCS. The decision on which agency/agencies will act as the JCS is taken at the first CSG meeting organised by the JPIAMR Secretariat. The JCS then assumes responsibility to arrange for preparatory meetings (the responsibility of the JCS to prepare the call documents may be subjected to modification. In case of co-funded call, please check the Grant Agreement and Consortium Agreement for more information).

The JCS should collect the following information from funding agencies participating in the call:

- National guidelines, including eligibility requirements for coordinators and partners, including details of eligible costs (personnel, materials, consumables, equipment, travel expenses, etc.)
- Contact information
- Confirmation of funding amount

The CSG should define a timeline for the call that is suitable for all participating partners. This information should be shared with the JPIAMR Secretariat.

The JCS is responsible to develop the call and adapt call documents to the call according to the procedures and implement the evaluation system (process, mechanisms and tools). The call documents and evaluation system must finally be approved by the CSG. The JCS is also responsible for organisation of peer-review/CSG meetings including CoI processes, communication activities in collaboration with the JPIAMR Secretariat, and to provide data regarding funded projects to the JPIAMR Secretariat for publication and reporting purposes.

6.4 Formulation of drafts of call text

Based on call topic area, decided by the MB and input from participating countries, the JPIAMR Secretariat will formulate a first draft which will be transferred to the JCS upon formation of the CSG. The scope of a call should be aligned to the JPIAMR Strategic Research and Innovation Agenda. External experts may be consulted in the process but due to CoI considerations all input should be recorded by JCS for future reference. The first draft should be sent to the CSG members for feedback as soon as possible.

6.5 Finalisation of call text and support documents

The call documents comprise:

- Call text
- Call MoU
- Application support documents and systems (Guidelines for Applications, Application Forms and the online submission system)
- Evaluation support documents (Peer Review guidelines, eligibility check documents, CoI disclosure and recording, review forms and submission system for PRP reviewers/external reviewers)

The JCS or the any funding organization responsible to establish the call documents will collect all feedback and set up CSG meetings and teleconferences to finalise the call text and supporting call documents. All CSG members must have committed their budget to the call within a reasonable time-frame (normally in October), with a deadline set by the JCS.

6.5.1 Call text

The call text provides all specific information regarding the call. The call should outline the following:

- Call title and acronym
- Aim of the call, including topics of the call
- Application information, including eligibility, submission instructions, the call timeline, financial modalities and funding prerequisites, and indicative funding provided by the national agencies
- Evaluation information, including evaluation criteria
- Decision information
- Reporting requirements and other obligations of JPIAMR grantees
- National contact information
- National rules and requirements
- Guidelines for Consortium Agreements for project participants

6.5.2 Call MoU

The governance, management and procedures of the call, and financial and other responsibilities of participating funding organisations are regulated in the call MoU. The Procedures are incorporated in the MoU as an Annex. The main body of the MoU has precedence over the Procedures. In certain calls (e.g. where the EU Commission provides funding) some parts of the call may be regulated in a Consortium Agreement or an EU Grant Agreement. The MoU should be based on the JPIAMR call MoU template.

The JCS will prepare the MoU based on the JPIAMR MoU template. The MoU must be sent to the CSG members at least one month before pre-announcement of the call to allow for a two-week consultation with CSG member legal services. A final draft of the MoU must be in place before the pre-announcement.

6.5.3 Application support documents and systems

Each call should provide application documents and systems for submission that will be available on the JPIAMR call webpage:

- Guidelines for applicants
The JPIAMR Guideline for Applicants provides support for applicants to submit pre-proposals and full proposals to JPIAMR calls, as well as provides information on post-award administrative requirements/reporting.
- Application forms
The JPIAMR Application forms include the compulsory pre-proposal application form, full proposal application forms, ethical forms and additional forms that may be specific to individual calls.
- Online submission system
The online submission system should be set up and available by the launch of the call. A link to the submission system must be included on the JPIAMR call webpage.

6.5.4 Evaluation support documents

- Peer Review Guidelines
The Peer Review Guidelines provide reviewers with an overview of the call and the review process. The Peer Review Guidelines should comprehensively describe all information that the reviewers need to conduct their review of the applications, and should be supported by the call text.
- Eligibility check documents
The JCS should prepare the general eligibility check documents that will be shared with the CSG to conduction national eligibility checks.
- CoI disclosure and recording
CoI disclosure can be done either online or in paper format. The JCS should ensure that templates for disclosing CoI are available to the PRP, CSG and observers.
- Review forms and submission system for PRP reviewers/external reviewers
The submission of review information can be done online or in paper format. The JCS should ensure that templates for submission of review information is available to the PRP.

6.6 Preparation of communication materials and communication of the call

The call text and supporting documentation, in draft form, should be shared with the JPIAMR Secretariat at least one month before the pre-announcement to allow for the preparation of communication materials, as described in Annex 1.

The JPIAMR Secretariat will prepare the pre-announcement material and a call communication plan. The communication plan will be shared with CSG members three weeks before the opening of the call. Where possible, the pre-announcement will be linked with European Antibiotic Awareness Day.

If possible, the partner search tool will be made operational at the pre-announcement.

6.7 Setting up the peer review system for JPIAMR calls

Evaluation of applications in JPIAMR calls is done by peer review with independent experts that assess the scientific quality of the applications, impact and the potential of the research. Peer review involves well-qualified researchers within the same or nearby subject area scrutinizing the applications. The JPIAMR peer review system consists of remote reviewers and peer review panels (PRP). The reviewer group may be composed of scientists, experts, representatives from industry, patient organisations or other stakeholders with recognised expertise on the call topic.

6.7.1 Identification of potential reviewers

The composition of the PRP and appointment of reviewers is the responsibility of the CSG. The PRP is appointed based on nominations by the CSG and by using the JPIAMR expert/peer reviewers database (Annex 2). The number of needed reviewers should be calculated based on number of expected applications. Each member may read and evaluate up to 15 proposals. The exact number of allocated proposals will be determined after the submission deadline when the total number of eligible proposals is known. At least three panel members should evaluate each proposal.

The group of reviewers should be, as far as possible, gender and geographically balanced, including experts from countries participating and not participating in the call. The JCS will combine the suggestions from the CSG and the reviewer database in a long-list to be approved by the CSG. The CSG must provide objections to reviewers six weeks before the pre-proposal deadline.

6.7.2 Selection of reviewers

The JCS will invite reviewers via the JPIAMR review database. New reviewers that are not in the database need to be asked to join the database and then asked to be reviewers in the specific call. It is recommended that the Chair and vice Chair of the PRP has the proper experience of conducting peer review panels and chairing international meetings. The JCS will propose reviewers and suggest the Chair and Vice-Chair. The CSG must approve the Chair, vice-Chair and appointed reviewers.

The review of applications is outlined for reviewers in the JPIAMR Peer Review Guidelines.

The names of the members of the PRP will be made accessible upon request after the final funding decision has been taken. However, the identity of the individuals reviewing a particular proposal, the written reviews, and the discussions at the PRP meeting will remain confidential. This shall not apply for disclosure or use of confidential information

as required to comply with applicable laws, regulations or with a court or administrative order. Prior to appointment, the PRP members will be asked to agree to this procedure.

6.8 Setting up the launch of the call

The JCS will set up an electronic submission and evaluation system for the call described in JPIAMR Guidelines for Applicants. The electronic submission tool will be adapted to the specific requirements of the call. Proposal templates are made available by the JCS through the JPIAMR website (<http://www.jpiamr.eu>).

Launch of the call is synchronised in advance with promotional communication by the JPIAMR Secretariat through the JPIAMR website and other digital channels, as well as communicated nationally by all CSG members. (See Communication Plan)

7. Management and evaluation of a JPIAMR research project call

The JPIAMR research project call is an opportunity to foster and support multi-national translational research collaborations that can accomplish more than individual countries working independently in the efforts to combat AMR. JPIAMR research projects should aim to conduct world-class research in one or more AMR priority topic areas of the JPIAMR SRIA.

The JPIAMR Research project calls support consortia of at least three researchers from at least three different participating countries during three years.

General conditions and rules for participation and eligibility of applicants are described in JPIAMR Guidelines for Applicants. All proposals must be submitted by the coordinator of an application in electronic format via the electronic submission tool. No other means of submission will be accepted. Proposals must include signed Letters of Intent (LoI) from all participating partners (coordinator, partners and non-funded partners). A template for LoI can be found in the Guidelines for Applicants.

Research project proposals are evaluated in a two-step process. The JCS adapt and manage the evaluation system described below. The CSG decide on the content of all call text documents, including application form, evaluation form for proposals, guidelines for reviewers and the technical platform for submitting proposals and reviews. The JPIAMR Core Call group must approve deviations from JPIAMR call procedures.

7.1 JPIAMR Research project call guidance timeline

<i>Year of launch of call</i>	
January	Launch of the JPIAMR Joint transnational call
March	Submission deadline for pre-proposals
March	JCS send call statistics for external communication
April	Formal check of eligibility pre-proposals
April	Pre-proposals made accessible for peer review
April	Internal evaluation deadline (reviewers' evaluations submitted)
May	Optional pre-proposal PRP meeting
May	Decision on full proposal invitation by CSG
May	Full proposal invitation send to project coordinators

July	Submission deadline for full proposals
July	Formal check of eligibility full proposals finished
July	Full proposals made accessible for peer review
September	Internal evaluation deadline (reviewers' evaluations submitted)
September	Summary of written evaluations send to CSG and PRP
September	PRP meeting, final ranking & CSG meeting
September	Deadline for written evaluations on full proposals
October	Final funding suggestion via email to applicants
October	National administrative procedures
October	JCS sends official final call results to the JPIAMR Secretariat for preparation of communication material
November	Announcement of call results
December/January	Earliest start of funding

Please note that the timing could be adapted in function of the number of proposals received, obligations linked to the European Commission (EC approval, Ethical board meeting...) or in case of any other unforeseen events.

7.2. Launch of call

The launch of the call is synchronized by the JPIAMR Secretariat (See Communication Plan) and the CSG members.

The pre-proposal stage is open at least 60 days from launch of the call until deadline.

The JCS will provide support to the applicants regarding overall eligibility, submission procedures, the electronic submission system and application forms as long as the call is open. National contact points of CSG members will provide support to applicants on specific national rules, eligibility and requirements (e.g. budget and eligible costs) as long as the call is open.

7.3 Communicate updates and reminders about the call deadline

Communication of updates to the call and reminders about the deadline of the call will be continuously conducted by the JPIAMR Secretariat and the national funders. CSG members are requested to inform the JPIAMR Secretariat regarding communications

activities and where possible tag @JPIAMR and use call specific hashtags in social media updates and vice versa.

7.4 Call closure

The call must be open for at least 60 days for pre-proposals from the launching day of the call until deadline for applicants and should close at 12:00 on a weekday (preferably Tuesday or Wednesday to allow for support to applicants before and after deadline. Applications submitted after deadline are managed according rules in Guidelines for Applicants

7.5 Eligibility check of pre-proposals

After closure of the call, the JCS will have one week to check all pre-proposals to ensure that they meet the formal call criteria (date of submission; number and country distribution of participating research groups; inclusion of all necessary information in English, page length etc.).

In parallel, the JCS will forward the proposals to the CSG members who will have one week to perform a verification of compliance to country/regional rules (eligibility check) including ethical considerations. Pre-proposals not meeting the formal requirements will be rejected without further review.

Pre-proposals that include only one non-eligible partner and still comply with other eligibility rules (i.e. minimum of three eligible partners from three countries participating in the call) will undergo peer review, as this non-eligible partner can be exchanged in the revision phase. However, pre-proposals with more than one non-eligible partner will be rejected.

7.6 Review process

In general, the review process for pre-proposals and full proposals is as follows:

7.6.1 Remote evaluation

- Each proposal is evaluated by at least three PRP members. One of the panel members is appointed as rapporteur. External reviewers may also be appointed for certain proposals. Proposals are reviewed for three to four weeks.
- Each reviewer grades and ranks all of their allocated proposals according to the JPIAMR Peer Review Guidelines at least 10 days before the meeting.

7.6.2 PRP Evaluation meeting

- The Chair (or Vice-Chair) leads the discussion of each proposal.
- The rapporteur gives a brief summary of the strengths and weaknesses of the proposal.
- The review panel members give feedback on the proposal discussed.
- The discussion of each proposal is opened to the entire PRP.
- The PRP makes a ranking list based on the evaluation criteria and grades after all individual proposal discussions.

- In the pre-proposal stage the CSG decides upon the suggestions from the PRP which pre-proposals to invite for full proposal submissions.

7.7 JPIAMR Evaluation criteria for research projects

The evaluation criteria of transnational research projects are outlined below. The aim of the criteria is to create a template for JPIAMR research projects evaluation in order to have the same evaluation criteria for all JPIAMR project calls. Within these three main evaluation criteria, the call text may define specific evaluation sub-criteria. Some sub-criteria are mentioned below but may be adapted for each call depending of the call specificities. Please check the call text for a complete list of the evaluation criteria used for the call. The further description of the criteria is developed in the reviewer guideline, applicant guideline and call text.

Three different criteria are used for evaluation of proposals:

- Excellence
 - Impact
 - Quality and efficiency of the implementation
1. Excellence
 - a. Clarity and pertinence of the objectives.
 - b. Credibility of the proposed approach and methodology.
 - c. Soundness of the concept.
 - d. Innovative potential.
 - e. Competence and experience of participating research partners in the field(s) of the proposal (previous work in the field, expertise).
 2. Impact
 - a. Impact of the results of the proposal to reducing the development and transmission of antibiotic resistance.
 - b. Potential of the expected results for future clinical, public health, animal, environmental and/or other socio-economic health issues.
 - c. Added value of transnational collaboration and potential for fostering a longer term international network of researchers. For example, bringing together specific know-how and/or innovative technologies, gathering a critical mass of patients or biological material, sharing of resources (models, databases, biobanks, etc.), and international comparisons.
 - d. Potential for reach, uptake, translation, upscaling, and use of the project results in different geographic settings including resource-limited settings, and reflecting a One Health perspective
 3. Quality and efficiency of the implementation
 - a. Coherence and effectiveness of the work plan including dissemination and communication measures and the appropriateness of the allocation of tasks and resources.
 - b. Complementarity of the participants within the consortium. (Industry and/or Patients Organisation participation/engagement when appropriate/applicable).

- c. Appropriateness of the management structures and procedures, including Open Science practices, data, risk and innovation (Intellectual Property) management.
- d. Concept for sustainability of infrastructures initiated by the project.
- e. Budget and cost-effectiveness of the project (rational distribution of resources in relation to project's activities, partner's responsibilities and time frame)

7.8 Grading system for research projects

JPIAMR uses a grading system from 0 to 5 to evaluate the proposal's performance with respect to each of the different evaluation criteria (Excellence, Quality and efficiency of the implementation and Impact). The grading system used is:

- **0: Failure/insufficient value.** The proposal fails to address the criterion in question, or cannot be judged because of missing or incomplete information.
- **1: Poor.** The proposal shows serious weaknesses in relation to the criterion in question.
- **2: Fair/weak.** The proposal generally addresses the criterion, but there are significant weaknesses that need corrections.
- **3: Good.** The proposal addresses the criterion in question well but certain improvements are necessary.
- **4: Very good.** The proposal addresses the criterion very well, but small improvements are possible.
- **5: Excellent.** The proposal successfully addresses all aspects of the criterion in question.

Evaluation grades are awarded for the three (3) main criteria, and not singularly for the different aspects listed under the criteria. The threshold for individual criteria will be three (3). The maximum grade that can be reached from all three (3) criteria together is fifteen (15) points.

The preparation of information to be provided to the applicant following review are outlined in the JPIAMR Peer Review Guidelines.

7.9 Evaluation and selection of pre-proposals (first PRP meeting)

Each pre-proposal will be evaluated by at least three independent reviewers. See Reviewers Guidelines for details. JCS proposes assignment of reviewers to proposals and selection of reviewers for PRP meeting. The CSG approves.

As the areas of research and approaches vary widely within the large field of AMR research, this step is seen as crucial to support the final decision of the PRP and the addition of extra expertise (reviewers) may be necessary.

The reviewers will perform the assessment of the pre-proposals based on the JPIAMR scoring system and criteria. The JCS will collect the evaluation forms of the reviewers.

The PRP meeting is described in the Reviewer Guidelines. The tentative number of proposals retained for the second step will be about three times the number of possibly funded projects (i.e. a financial over-subscription rate of maximum three) by a single

partner and will depend on where a break is perceptible in the quality of proposals. Based on the recommendation of the PRP, the CSG will have the final decision on the invitation for full proposal submission. The Rapporteur will write the final statement for each pre-proposal. The JCS will collect the statements, which will be sent to the Chair for quality control. Each final statement represents the panels collected review and will be anonymised and sent to the coordinators of both the accepted and declined pre-proposals. Coordinators of accepted pre-proposals are expected to respond to the comments of the reviewers in their full proposal (See Applicant guidelines).

7.10 Ethical review

The ethical review of applications is conducted as described in the JPIAMR Ethical Review Guidelines (under development). For calls cofunded by the European Commission, an ethical review of the full proposals will be performed by independent ethical experts.

7.11 Full proposal invitation to selected pre-proposals

The JCS will invite the project coordinators of the selected pre-proposals to submit full proposals for the second evaluation step. The opportunity for revision of the proposal between stage one and stage two will be provided within the parameters defined in the Guideline for Applicants. A proposal template will be sent to the coordinator by the JCS at the same time as the invitation to submit a full proposal.

Full proposal-stage is open for submission at least 30 days after invitation. The JCS will provide funding organisations with copies of the full proposals. Please note that in some countries proposals are public upon request when applying for public funding.

7.12 Eligibility check, selection of PRP and assigning reviewers to proposals

The JCS will check the submitted full proposals to ensure that they meet the formal criteria for the call and have not changed substantially from the pre-proposal unless changes has been suggested by the PRP. The JCS will forward the proposals to the CSG members who will perform a verification of compliance to country/regional rules (eligibility check) including ethical considerations.

7.13 Evaluation and selection of full proposals for funding (Second PRP meeting)

All reviewers must have performed and submitted their individual assessment before the PRP meeting. The JCS will send the evaluations to the PRP and CSG. The PRP meet to discuss each proposal taking into account the grades and comments of the reviewers, and their own expertise. All PRP members will have access to all applications where they have no Col. The PRP meeting is described in the Reviewer Guidelines.

All information to reviewers should be outlined in the Reviewers Guideline.

Members of the CSG can be present at the PRP meeting as observers. The Rapporteur will write the final statement for each proposal. The joint final written statement may be modified by the JCS if necessary (in discussion with the Chair or Vice-Chair). The statement will be sent to the applicants after the final suggestion for funding proposals

by the CSG. All information regarding the preparation of final statements can be found in the Reviewers Guideline.

7.14 Decision on ranking list and fundable projects

The CSG will determine the total number of projects that will be funded according to the ranking made by the PRP and taking into account the national/regional/EC budgets available. The Chair and Vice-Chair of the PRP meeting may be asked to join the CSG meeting at specific questions to confirm the PRP's views and provide scientific advice but cannot take part in funding discussions.

Each eligible and selected applicant (coordinator and partners) will be funded by the organisation of the country from which the applicants have applied and national administrative regulations will apply (virtual common pot model).

The CSG funding decisions will follow the ranking list. If proposals have similar scores, the proposals coming from participating Member States or associated countries that still have available funding will be given precedence to maximise the number of selected projects.

If, for certain funding organisations, the number of high priority full proposals is higher than the budget can support, the CSG will discuss adjustments of the potential funding of the respective full proposals provided that this does not compromise the science that was the basis of the proposal's position in the rank order list. If possible, funding blocks will be removed by funders mobilising more funds in the call, or by transfer of costs between partners within a consortium.

Use of EC top-up funding is regulated in a specific ERA-net Consortium Agreements.

7.15 National funding decision

After CSG has finalised the list of projects in the call the JCS will provide protocol/minutes of the PRP and CSG meetings to Funding organisations for national funding decisions. Projects can be funded for a period of up to three years. Awards will be made on a national basis by the relevant funding organisations and administered according to their respective terms and conditions, taking into account all other applicable regulations and legal frameworks, including the regulations of the European Commission when applicable. All individual grants must start before June 30th the year after the launch of the call.

Each funding organisation should add the following information to the contracts or equivalent:

- A consortium agreement should be made by the consortium
- Scientific and financial reporting and dissemination of results shall be submitted in accordance with JPIAMR rules (Guide for applicants). A mid-term and a final scientific report, an ex-post report two month and three years respectively after the project ends

- When publishing and disseminating research results, it must be stated that research has been carried out with contributions from JPIAMR and the relevant National funders.

JPIAMR funding requires that the funded partner fulfil the national responsibility for ethical issues according to the JPIAMR Ethical Guidelines (under development).

The project coordinator, represents the consortium externally, acts as first point of contact, and is responsible for its internal management towards the JPIAMR (such as monitoring, reporting, intellectual property rights (IPR) issues and sharing of data and resources). Within a joint proposal, each partner will be the contact person for the relevant national/regional funding organisation.

7.16 Communication of call outcome

All communication of call results are synchronised by the JPIAMR Secretariat. After approval from the CSG the JCS will inform the proposal coordinator about the final funding suggestion by the CSG and will have to inform the partners in the consortium.

8 Management and evaluation of a JPIAMR network call

The JPIAMR network call is an opportunity for leading scientists and experts within the AMR field to establish networks to enhance resource alignment and maximise existing and future efforts to combat AMR. The networks may produce white papers, prospective views, guidelines, and/or best practice frameworks in order to identify key questions to be address or identify potential solutions to overcome barriers to AMR research studies. Supported networks should be guided by a network project plan and within a 6-12 months' timeframe provide outputs that will be of value to the broader AMR research community.

A JPIAMR network should involve key opinion leaders with an internationally competitive track record in AMR research and policy. It should be led by an individual with the energy and commitment to drive a collaborative and output-directed process. This individual does not necessarily need to be the most senior person in the network. A typical arrangement would entail small workshops at the beginning and end of the process, with sub groups established to achieve more focused work through remote-working.

A network needs to have at least fifteen partners from 10 different countries. In cases where Network Plus calls are conducted, the number of partners required may vary from call to call.

Networking proposals are evaluated in a one step process. The JCS adapt and manage the evaluation system described below. The CSG decide on the content of all call text documents, including application form, evaluation form for proposals, guidelines for reviewers and the technical platform for submitting proposals and reviews. The JPIAMR Core Call group must approve deviations from JPIAMR call procedures.

8.1 Network call guidance timeline

Year 1

January - June	MB establish the call topic
June	JPIAMR secretariat issues an expression of interest to participate in the call to JPIAMR members
September - December	Establishment of the JCS and CSG

Year 2

January - February	Call text draft is formulated by JCS
February - March	Feedback on call text draft by CSG

February - March	MoU draft is formulated by JCS
March	JCS finalise Guidelines for Applicants
March	MoU is signed by CSG members
March	JCS send call text to the JPIAMR Secretariat for preparation of communication materials and activities.
April	JPIAMR Secretariat shares communication materials with CSG
April – May	Launch of the JPIAMR Network call
June	Submission deadline
June	Formal check of eligibility
June	Proposals made accessible for peer review
August	Internal evaluation deadline (reviewers' evaluations submitted)
September	PRP meeting
October	Deadline for written evaluations
October	Final ranking decision by CSG
October - November	Final funding suggestion via email to applicants
October - November	National administrative procedures
October-November	JCS sends official final call results to the JPIAMR Secretariat for preparation of communication material
November	Announcement of call results
October - January	Start of funding

Some of the steps in the process of preparing a Network call are described in more detail below.

8.2 Launch of the call

The launch of the call is synchronized by the JPIAMR Secretariat (See Communication Plan).

The call is open at least 60 days.

The JCS will provide support to the applicants regarding overall eligibility, submission procedures, the electronic submission system and application forms as long as the call is open. National contact points of CSG members will provide support to applicants on specific national rules, eligibility and requirements (e.g. budget and eligible costs) as long as the call is open.

8.3 Communicate updates and reminders about the call deadline

Communication of updates to the call and reminders about the deadline of the call will be continuously conducted by the JPIAMR Secretariat and the national funders. CSG members are requested to inform the JPIAMR Secretariat regarding communications activities and where possible tag @JPIAMR and use call specific hashtags in social media updates.

8.4 Call closure

The call should close at 12:00 on a weekday (preferably Tuesday or Wednesday to allow for support to applicants before and after deadline. Applications submitted after deadline are managed according rules in Guidelines for Applicants.

8.5 Eligibility check of proposals

After closure of the call, the JCS will check all proposals to ensure that they meet the formal call criteria (date of submission; number and country distribution of participating research groups; inclusion of all necessary information in English, page length etc.).

The JCS will forward the proposals to the CSG members who have one week to perform a verification of compliance to country/regional rules (eligibility check) including ethical considerations. Proposals not meeting the formal requirements will be rejected without further review.

8.6 Review process

In general, the review process is as follows:

8.6.1 Remote evaluation

- Each proposal is evaluated by at least three PRP members. One of the panel members is appointed as rapporteur. External reviewers may also be appointed for a certain proposal. Proposals are reviewed for four weeks.
- Each reviewer grades and ranks all of their allocated proposals according to the JPIAMR Peer Review Guidelines and must send them in to the JCS four weeks before the meeting.

8.6.2 PRP Evaluation meeting

- The Chair (or Vice-Chair) leads the discussion of each proposal.
- The rapporteur gives a brief summary of the strengths and weaknesses of the proposal.
- The review panel members give feedback on the proposal discussed.

- The discussion of each proposal is opened to the entire PRP.
- The PRP makes a ranking list based on the evaluation criteria and grades after all individual proposal discussions.

8.7 JPIAMR evaluation criteria for research networks

The evaluation criteria of network calls are outlined in the reviewer guidelines, and below. Three different criteria are used for evaluation of proposals:

1. Excellence

- a. Clarity and pertinence of the objectives of call, the JPIAMR strategic research agenda, and relevant global or international AMR action plans, including the UN 2030 Sustainable Development Goals.
- b. Credibility of the proposed approach with respect to relating to, or incorporation of existing networks, and/or previous experiences and results thereof.
- c. Soundness of the concept, with respect to inclusion of key experts, stakeholder perspectives (e.g. industry, health care, patients, policy level), both new and well-established researchers, and geographical coverage of JPIAMR member states and beyond.
- d. Network potential to establish new and broader partnerships for collection and aggregation of new knowledge, joint analysis of scientific problems, and the development of innovative solutions with relevance for JPIAMR member states.

Competence and experience of participating research partners in the field(s) of the proposal (previous work in the field, expertise).

2. Impact

- a. Potential of the expected output to direct and/or support future AMR research, education, and clinical practice.
- b. Potential of the expected output for uptake by industry to support innovation and development of new therapies, diagnostics, and infection control measures.
- c. Potential of the expected output to provide guidance or an evidence-base for public health, animal health, regulatory, environmental and/or other AMR relevant policies.
- d. Added-value of transnational network: Potential to pool talent and resources in new constellations, harmonisation of data, sharing of specific know-how and/or innovative technologies, support policy alignment, knowledge transfer, and capacity building in JPIAMR member states and beyond.
- e. Potential for JPIAMR to exploit, share, and disseminate the network output for the purpose of engaging in collaborations with international organisations and national governments and agencies.

3. Quality and efficiency of the implementation

- a. Coherence and effectiveness of the work plan, including detailed process description, well-defined output and time plan, appropriateness of the allocation of roles of participants, tasks, and resources.
- b. Complementarity of the participants within the network.
- c. Appropriateness of the management structures and procedures, including network administration.

- d. Concept for sustainability of network after end of the project.
- e. Budget and cost-effectiveness of the network (rational distribution of resources in relation to network's activities, coordinator's responsibilities and time frame).

8.8 Grading system for networks and network plus

JPIAMR uses a grading system from 0 to 5 to evaluate the proposal's performance with respect to each of the different evaluation criteria (Excellence, Quality and efficiency of the implementation and Impact). The grading system used is:

- **0: Failure/insufficient value.** The proposal fails to address the criterion in question, or cannot be judged because of missing or incomplete information.
- **1: Poor.** The proposal shows serious weaknesses in relation to the criterion in question.
- **2: Fair/weak.** The proposal generally addresses the criterion, but there are significant weaknesses that need corrections.
- **3: Good.** The proposal addresses the criterion in question well but certain improvements are necessary.
- **4: Very good.** The proposal addresses the criterion very well, but small improvements are possible.
- **5: Excellent.** The proposal successfully addresses all aspects of the criterion in question.

Evaluation grades are awarded for the three (3) main criteria, and not singularly for the different aspects listed under the criteria. The threshold for individual criteria will be three (3). The maximum grade that can be reached from all three (3) criteria together is fifteen (15) points.

The preparation of information to be provided to the applicant following review are outlined in the JPIAMR Peer Review Guidelines.

8.9 Evaluation and selection of network proposals (PRP meeting)

The task of the PRP is to evaluate and rank the proposals according to the evaluation criteria. The panel should consist of six to ten experts and equal numbers of scientific and policy/stakeholder experts within the scope of the call to cover both aspects of science and policy. The CSG decide the composition of PRP based on nominations collected by the JCS. The PRP will be as far as possible, gender and geographically balanced, including experts from countries participating and not participating in the call. The PRP meeting will be conducted according to the Reviewers Guidelines.

Each proposal is reviewed and graded by all PRP members. A panel member will be appointed as rapporteur for each proposal. Each reviewer should grade and rank the proposals according to the instructions and submit their pre-assessment four weeks before the PRP meeting. Grades are collected and compiled by the JCS and sent out to all PRP members for discussion at PRP meeting.

8.10 Form of support

Each network can apply for support of its activities. The coordinator will be funded by the national funding agency and coordinate the funding to the other partners, e.g. travels. Additional funding will be available for networks that organise the start-up meeting and the final and common review seminar. This funding scheme is not for research.

The network should be open to include additional members during the funding period if a need for expertise arise that was not foreseen at the time of the application.

Funding will cover the costs of meetings and travel required to deliver the networks objectives:

- Funding is expected to cover two small workshops, with further work to be undertaken through email, tele-, video- or web-conferencing.

This funding will not provide support for:

- Direct research activities or equipment;
- the salaries of tenured investigators, although funds to support an administrative coordinator for the activity will be permitted;
- student grants.

8.11 National funding decision

The CSG will determine the number of networks to fund based on the recommendation from PRP and taking into account the national/regional/EC budgets available. The Chair and the Vice-Chair may be invited to the CSG meeting to confirm the PRP's views.

The coordinator of the network will be funded by the funding agency where the institution of the coordinator is located accordingly to its national rules. If for some reason this is not possible, funding will be allocated to one or two other partners within the network after negotiation with the involved funding agencies and the CSG. Funding will cover the costs of meetings and travel required to deliver the networks objectives.

The JCS inform the coordinator of the final funding suggestion and the coordinator inform the other partners of the network.

9. Post-award processes

9.1 Project reporting requirements

On behalf of the project consortium, the coordinator will be required to submit reports (mid-term and final reports) to JPIAMR according to The Monitoring policy for JPIAMR funded projects and networks.

The JPIAMR secretariat will contact the coordinator one month in advance of reporting deadlines and provide them with a link to the JPIAMR reporting system. The coordinator must submit a scientific report on the joint project, on behalf of the project consortium, within 2 months of the end of the project. It may also be necessary for partners to submit reports individually to their funding organisation if required by national/regional regulations. The project consortium is also expected to submit an ex-post report three years after the closure of the project.

9.2 Network reporting requirements

The funded networks need to submit a final report to JPIAMR secretariat no later than two months after the ending of the network and give a presentation of achieved results at the final workshop. The coordinator of the network submit the report on behalf of the network as well as present the network. Two years after the end of the funding, an ex-post evaluation of the networks will be performed.

The JPIAMR Secretariat and Core Call Group is currently developing procedures to assist with post-award processes including:

- Extension of project time
- Change of coordinator
- Change of partners

The JCS should contact the JPIAMR Secretariat to obtain templates for these processes if available.

Annex 1. Call communication plan

The communication of the joint calls is the responsibility of the JPIAMR Secretariat in coordination with the JCS and the CSG. The following annex outlines the communication stages. The CSG members has a key role in promoting the call on a national level using the material provided by JPIAMR Secretariat.

Pre-announcement

The pre-announcement takes place some weeks before the actual launch of the call. The pre-announcement should have the same design as all other call communication materials, including presentations, templates, images, shared messages and other communication material. Material created by the JPIAMR Secretariat will be shared with participating funders. National funding agencies should notify the JPIAMR Secretariat to align the content of their National messaging with the central communication from JPIAMR. National funding agencies should provide information to JPIAMR Secretariat by November 1st, regarding agencies social media pages, handles and contacts to be used and referred to in communication activities. Core information in the pre-announcement includes: title of the call, participating funding agencies, anticipated budget, and call opening and closing dates (if available).

By the pre-announcement the JPIAMR Secretariat should share a call communication plan with the CSG. This must include information on the points of contact, the timeline of the actions.

Launch of the call

For the launch of the call the following communication materials should be prepared by JPIAMR Communications and were indicated by JCS:

- Call webpage, including information on the call provided by the JCS: title, scope of the call, expected outcomes, suggested focal areas, participating agencies & eligibility, information and application document, a link to the application system, a link to the partner search tool, information provided by National agencies (where appropriate) and contact information for the JCS
- Images and messaging for social media use.
- Call slides.
- Newsletter with information on the call.
- Any other communication material that may be appropriate, for example, video, webinar information etc.

Communicating call results

Results from JPIAMR calls are communicated by the JPIAMR Secretariat, as well as by the JCS and the national funders. It is important to align central and National communications to optimise visibility of JPIAMR funding. A plan for communication of call results should be prepared to by the JPIAMR Secretariat and aligned with the CSG and national funding agencies. Material to be released regarding call results should be communicated to the CSG at least one week before release.

Guiding principles

- Communication of JPIAMR funded projects and networks should not be conducted before approval from the national funders in order to ensure that all funding decisions are completed. When call results have been confirmed by the JCS, the JPIAMR Secretariat may contact the project coordinator to obtain information for communication materials. JCS needs to notify JPIAMR Secretariat by e-mail that coordinators may be contacted for communication purposes.
- The communication activities for each call will be tailored depending on the results of each call and context.
- The CSG should act as a point of contact for all communication activities for a given call. If another contact point should be added for individual agencies, this should be communicated to the JPIAMR Secretariat by email with contact details.
- National funding agencies will inform the CSG and JCS when a funding decision has been made
- All participating funding agencies can use the messages and materials created and used by the JPIAMR Secretariat.
- The JPIAMR Secretariat will decide on the type of communication activities depending on context, goals and prerequisites. The CSG will be contacted in advance of communicating information regarding the call in order to promote and align call messaging.

Key communication components

- The content of templates, images and other communication material should be checked by the JCS and the CSG before publishing.
- The draft call text should be shared with the JPIAMR Secretariat at least six weeks before pre-announcement. This is not the final text but is needed in order to prepare communications. The final call text should be shared with the JPIAMR Secretariat as soon as possible.
- Press releases, articles for online publication and other kinds of featured content that is created by the JPIAMR Secretariat should be shared with the funders for feedback and translation, with the maximal amount of time possible.
- Digital templates, images, video and other material for online communications should be made available by the JPIAMR Secretariat to members of the CSG.

JPIAMR will constantly develop and improve the methods of communicating calls and disseminate results from funded calls.

Key channels used by JPIAMR in relation to call communication are:

- Twitter
- LinkedIn
- Facebook
- Selected hashtags
- Selected tagging of funders and organisations linked to a call
- WhatsApp (if outreach activities beyond Europe, Mid-East and North America)
- Video via YouTube and/or social media
- Webinars, workshops and other forms of video-based meetings

- Newsletter
- Webpages
- Other forms of digital tools and content, such as: Podcasts, infographics, etc.
- Physical meetings with researchers and events to present information about calls
- Physical material such as flyers, posters, one pagers, folders, etc. (cost and time-intensive)
- PowerPoint slides

Annex 2. JPIAMR peer reviewers database

A database for reviewers identified in previous JPIAMR calls has been created at the Swedish Research Council (SRC) on a technical platform called JIRA.

- The JCS will be responsible for maintaining the call-related database. The SRC will provide technical assistance to the JCS.
- The JCS will be given instructions about how to work with JIRA in order to help navigate in the reviewers' database.
- A representative from the JCS will be able to sort reviewers from the database based on their expertise (categorised as per JPIAMR priority areas) and prepare a tentative list of reviewers (call-related reviewers' database).
- The representative will have read-only access to the full database (but admin rights to modify the specific call-related reviewers' database).
- The CSG will approve the reviewers list. CSG members may also suggest additional potential reviewers, relevant to the present call.
- Invitation of participation to the current call will then be sent out to the prospective reviewers (the SRC will help the call secretariat to send out automatised invitations via the e-mail plugin system in the technical platform).
- Depending on the response of the reviewers, the CSG will appoint the PRP.
- The platform provides the option to track reviewers' status (accepted, declined, reminded etc.) in the call-related database. Such changes in reviewers' status should be followed-up and incorporated by the JCS from time-to-time during the call process.