

SELF-ASSESSMENT REPORT AND INSTITUTIONAL DEVELOPMENT PLAN

Model structure

- 1. Quantitative characteristics (to be submitted via the online platform)**
 - 1.1. Summary table (according to structure to be set by ANCS)**
 - 1.2. Staff list by research teams (according to structure to be set by ANCS)**

The way researchers are grouped into teams within an institution is up to the institution, and must provide a realistic image of the scientific collaboration intensity, regardless of whether or not they agree with the administrative organization structure; a team is generally a collection of between 2 and 10 researchers.
 - 1.3. List of publications and patents (according to structure to be set by ANCS)**
 - 1.4. List of ongoing projects (according to structure to be set by ANCS)**
 - 1.5. List of major equipments and infrastructures (according to structure to be set by ANCS)**
- 2. Self-assessment report for the previous 4 years**
 - 2.1. Administrative structure diagram of the institution**

The diagram will include the management structure, the scientific council, the various departments, research labs or groups, as well as the technical or auxiliary support structures.
 - 2.2. General activity report of the institution (maximum 5 pages)**

Will include a general description of the state of the institution, its activity and evolution in the previous 4 years, from a scientific point of view. The report will point out major achievements, investments, recruiting actions and events, technology transfer activities, publication and communication initiatives and any other aspects considered significant for the institutional evolution and development.
 - 2.3. Activity report by team (maximum 3 pages per team)**

For each team, a concise quantitative and qualitative presentation will be provided of the activity for the previous 4 years, especially the most important achievements, the dynamic of the research subjects and directions, interdisciplinary or entrepreneurial initiatives, the evolution of the human resources, and any other aspects considered significant for the scientific development of the research team.
 - 2.4. Representative project (maximum 5 pages)**

Will provide a detailed presentation of a complete cycle of conception, development, execution, conclusion and exploitation (if relevant) of a major

research project, deemed to be representative for the performance, visibility and socio-economic impact of the institution. A representative project is understood to mean any coherent, structured research activity, whether or not it was funded through one or several research grants.

- 3. Institutional development plan for the next 4 years (maximum 15 pages)**
 - 3.1. Scientific SWOT analysis.
 - 3.2. Strategic scientific objectives and directions.
 - 3.3. The human resource strategy.
 - 3.4. Mechanisms for stimulating the appearance of new research directions.
 - 3.5. Financial SWOT analysis.
 - 3.6. Infrastructure: investment plan and strategy.
 - 3.7. Technology transfer and the attraction of non-public funds.
 - 3.8. Strategic partnerships and visibility: events, communications, collaborations.