

EVALUATION OF PROJECT PROPOSALS STEP BY STEP

Czech Health Research Council (AZV ČR)

10 Expert Evaluation Panels

(10 Chairs, 10 Vice-chairs,
120+ Panelists in total)

- Provide expert and economic assessment and evaluation of projects
- Panel members are selected by the AZV ČR Board from candidates proposed by the Ministry of Health and based on nominations from the professional community, and appointed and dismissed by the Chairman of the AZV ČR Board

The AZV ČR Scientific Board

(16 members)

- Assesses the expert evaluation of the projects proposed by the Evaluation Panels and determines the overall ranking of projects for funding
- The members of the Scientific Board are the Chairs of the Panels and other representatives of the expert community selected from the proposals by the Ministry of Health

The AZV ČR Board

(7 members)

- Submits to the Ministry of Health a proposal of the projects selected for funding based on the AZV ČR Scientific Board recommendation
- The Board members are appointed and dismissed by the Chairman of the AZV ČR Board on the proposal by the Ministry of Health and the professional community

STEP I (6 MONTHS)

First Phase (3 months)

- Each project is evaluated by two members (rapporteurs) of the relevant Evaluation Panel; for interdisciplinary projects, a third rapporteur is also appointed
 - *The first rapporteur is appointed by the Chair of the Panel together with the Vice-chair; the second rapporteur is randomly selected*
- The relevant Evaluation Panel shall take note of the evaluation and the scores of the individual rapporteurs and assign a score of 0-100 to each project
 - *Projects such as clinical trials of medicinal products, medical device trials, and those involving patient organizations are eligible for bonus points*
 - *At least 50% of the lowest-ranked projects are not recommended for the second phase of evaluation*
- The AZV ČR Scientific Board will discuss the evaluation of all projects and propose a list of those that will proceed to the second phase of evaluation
 - *After a discussion, the recommendation of the Scientific Board is confirmed by the AZV ČR Board*

Second Phase (3 months)

- Selected projects are evaluated by two external foreign reviewers
 - *Specific reviewers are selected randomly from a list prepared by the rapporteurs of the project*
- The Evaluation Panels will discuss the ranking of the projects according to the scores obtained from

the first phase and from the reviewers and assess the economic aspects of the projects

- *The panel may, after detailed discussion and justification, change the final score for individual projects by $\pm 20\%$*

The Evaluation Panels shall provide the AZV ČR Scientific Board a report with an opinion on the evaluation and ranking of the individual projects

STEP II (1 MONTH)

The AZV ČR Scientific Board will assess the factual and economic evaluation of the projects proposed by the Evaluation Panels and approve their final ranking

- *The Scientific Board determines the allocation key, based on which the share of supported projects is determined*

STEP III (1 MONTH)

On the basis of the evaluation of the AZV ČR Scientific Board, the AZV ČR Board prepares a proposal of the projects for the Ministry of Health for final decision

The Ministry of Health will publish its decision on the evaluation and selection of the projects identified for funding and inform the Proposers of the outcome

- *Within 30 days of the announcement of the results, the proposers may consult the assessments and evaluation of their projects*

Members of the AZV ČR Board cannot apply for project funding in their capacity as proposers during their term of office.

Every year in the AZV ČR

- We evaluate 450 project proposals on average
- We process 1,200 evaluation reports from rapporteurs and reviewers on average
- We support more than 20% of the evaluated projects