

Interreg
Sudoe



EUROPEAN UNION

ADDISPACE

European Regional Development Fund

External Evaluation **ADDISPACE**

Terms of Reference

1. INTRODUCTION

The goal of this document is to provide the Terms of reference for the external evaluation of ADDISPACE project.

ADDISPACE project is co-financed by the European Regional Development Fund (ERDF) in the framework of INTERREG SUDOE programme.

Following INTERREG SUDOE programme rules, ADDISPACE project has defined a monitoring and evaluation system under Transversal Work Package n° 3.

The monitoring of the project will be carried out internally by the partners and the support of the General Coordinator, but for the evaluation of the project, the sub-contracting of an external service.

The external service is to be subcontracted by ESTIA, as Lead Partner of the project, but following Annex 2 of the Partnership Agreement of the project, this will be a shared cost between 6 of the partners of the project.

The role of the external evaluator is considered as key in order to anticipate problems and reorient underachieving activities of the project, reason why the partnership wills to sub-contract an external service in the first stages of the project, allowing the appointed evaluator to accompany the process all along the project implementation.

To that end the delivery of three different reports is planned all along the project's duration, whose contents are described in the following sections.

2. BACKGROUND: ADDISPACE PROJECT

Le projet ADDISPACE a été retenu au premier appel à projets du programme INTERREG SUDOE, avec une durée de trois ans, et qui a commencé en juillet 2016 avec un budget approuvé de 1.774.450,69 €, dont 1.330.838,02 € d'aide FEDER.

ADDISPACE répond à la faible capacité d'absorption, pour les entreprises et les PME, des technologies de Fabrication Additive (FA) comme une Technologie Clé Générique (TCG) qui peut contribuer à la compétitivité du secteur aérospatial du SUDOE.

ADDISPACE va se focaliser sur le transfert de 2 technologies de FA pour la fabrication métallique:

- 1) FUSION SÉLECTIVE PAR LASER (SLM)
- 2) DÉPOSITION DE MÉTAL PAR LASER-DML (LMD).

Les avantages de l'utilisation des technologies de FA sont la liberté de design, le prototypage rapide, réduction de l'utilisation des matériels et du poids, fabrication sur demande, customisation, petites séries, etc.

ADDISPACE va créer une PLATEFORME DE DIFFUSION ET DE TRANSFERT des technologies de FA aux entreprises et PME du secteur aérospatial, comme un milieu stable de collaboration entre les centres de recherche et le secteur industriel:

- DIFFUSION des technologies existantes, des opportunités entrepreneuriales découlant de leur adoption et de l'offre technologique avec une ÉTUDE D'OPPORTUNITÉS et une CATALOGUE D'OFFRE TECHNOLOGIQUE.
- DÉMONSTRATION à travers 4 expériences pilotes de: 1) La viabilité technologique et la qualité des composants métalliques fabriqués avec technologies de FA et 2) La viabilité technologique, économique et environnementale de l'intégration de ces technologies aux systèmes de fabrication traditionnels.
- TRANSFERT DE TECHNOLOGIES, à travers 3 ATELIERS DE TRANSFERT et 3 CONFERENCES SCIENTIFIQUES dans lesquels des centres de connaissance, des entreprises du secteur aérospace, des entreprises de FA et des entreprises intégratrices de solutions technologiques puissent développer des projets de transfert technologique.
- FORMATION, à travers une ÉTUDE DES BESOINS, la définition d'un CADRE FORMATIF et l'enseignement de 7 COURS PILOTES DE FORMATION initiale et continue spécialisée.
- DURABILITÉ, à travers une Feuille de Route afin que la plate-forme dure et la diffusion des recommandations politiques et stratégiques pour avancer dans la diffusion des technologies de la FA.

À la suite d'ADDISPACE au moins 20 entreprises et 6 centres technologiques participeront à des projets de recherche transnationaux.

Le financement requis pour le projet est uniquement destiné à la réalisation des activités mentionnées dans chacun des groupes de tâches figurant dans le formulaire de candidature consolidé, à savoir :

- GT 00 : Préparation du projet.
- GT 01 : Diagnostic et étude d'opportunités de technologies de fabrication additive dans le secteur aérospace du SUDOE.
- GT 02 : Projet Pilote démonstratif de transfert de technologies de fabrication additive dans des PME du secteur aérospace.
- GT 03 : Diffusion et transfert de technologies de fabrication additive dans des entreprises et des PME.
- GT 04 : Formation spécialisée tournée vers l'absorption de technologies de fabrication additive dans le secteur aérospace.
- GT 05 : Vers une plateforme SUDOE de transfert de technologies de fabrication additive dans le secteur de l'aérospace.
- GT T1 : Gestion du projet.
- GT T2 : Communication du projet.
- GT T3 : Suivi et évaluation du projet.

Le projet ADDISPACE va être implémenté par un partenariat transnational composé par 9 organisations et PME :

- Chef de File : Ecole Supérieure des Technologies Industrielles Avancées – ESTIA. France.
- Partenaire 2 : Lortek S. COOP. Espagne.
- Partenaire 3 : Fundación Andaluza para el Desarrollo Aeroespacial. Espagne.
- Partenaire 4 : Asociación Española Fabricantes Máquinas Herramienta, Accesorios, otros sistemas y Tecnologías fabricación. Espagne.
- Partenaire 5 : Instituto Politécnico de Leiria. Portugal.
- Partenaire 6 : PEMAS - Associação para a Valorização e Promoção da Oferta das Empresas Nacionais Sector Aeronáutico. Portugal.

- Partenaire 7 : VLM. France.
- Partenaire 8 : Micronorma S.A. Portugal.
- Partenaire 9 : Grupo Nicolás Correa Láser, S.A.

3. OBJECTIVES OF THE EXTERNAL EVALUATION

As planned under Activity T3.2 of Transversal Work Package N° 3, the development of 3 external evaluation reports are planned:

- Ex-ante evaluation: To be carried out and a report delivered on the first 6 months of the project.
- Intermediate Evaluation: To be carried out and a report delivered at mid-project, before Month 24.
- Final Evaluation: To be carried out and a report delivered by the end of the project, before M36, unless an extension of the project is requested by the project and approved by the INTERREG SUDOE programme.

Overall goal of the external evaluation will be to assess the project relevance, effectiveness, efficiency and impact.

Specifically the **EX-ANTE EVALUATION** will have the following goals:

- To assess the pertinence, relevance and internal coherence of ADDISPACE strategy and work plan taking into consideration the priorities set up by INTERREG SUDOE Programme, national and EU policies.
- To identify the Key Success Factors to consider and monitor in order to be a successful proposal.
- To conduct a Stakeholders Analysis, considering the expectations, interests and potential barriers for engagement of the stakeholders of the project.
- To identify the expectations, strengths and weaknesses as perceived by partners in the project's design and future implementation.
- To identify the internal and external risks which might hinder the success of the project, as well as proposing potential mitigation measures, and early warning indicators.

Specifically the **INTERMEDIATE EVALUATION** will have the following goals:

- To assess the effectiveness and efficiency of the project, taking into consideration the implementation of the activities and the achievement of results vis a vis originally agreed work plan and budget, to identify deviations on such implementation and to propose correcting measures.
- To assess the quality of management and coordination of the project in terms of the effectiveness and efficiency of proposed method, achieved results, role of Project Coordinator partners' involvement and spillover effects of the cooperation, and to identify recommendations for improvement on the overall management and coordination method.
- To assess the satisfaction level of ADDISPACE partners and associated partners with the project progress, results and preliminary impact.

- To assess the preliminary impact of ADDISPACE project, in terms of project and INTERREG SUDOE programme result and productivity indicators, and to deliver recommendations on how to improve such impact.
- To identify and assess the preliminary impact of the project on the following fields:
 - Networking and collaboration capacities of partners and associated partners for transnational cooperation.
 - Buildup and opening up of ADDISPACE Platform for the transfer of MAM technologies in the aerospace sector.
 - Advancement on the commercial buy in of MAM parts and components in the aerospace sector.
 - Advancement on the standardization and quality certification of MAM parts and components in the Aerospace sector.
 - Progress in the Education and Training offer and mainstreaming of MAMA related curricula.
 - Progress on the absorption of MAM technologies between SMEs.
 - Mainstreaming of support measures for MAM technologies into regional/national policies and programmes, including RIS3.
 - Spillover effect in terms of new interregional links, networks and initiatives promoted by subprojects.

The **FINAL EVALUATION** will have the following goals:

- To assess the effectiveness and efficiency of the project, taking into consideration the implementation of the activities and the achievement of results vis a vis originally agreed work plan.
- To assess the satisfaction level of ADDISPACE partners and associated partners with the project progress, results and impact.
- To assess the impact of ADDISPACE project, in terms of project and INTERREG SUDOE programme result and productivity indicators.
- To assess the final impact of the project on the following fields:
 - Networking and collaboration capacities of partners and associated partners for transnational cooperation.
 - Relevance and sustainability of ADDISPACE Platform for the transfer of MAM technologies in the aerospace sector.
 - Advancement on the commercial buy in of MAM parts and components in the aerospace sector.
 - Advancement on the standardization and quality certification of MAM parts and components in the Aerospace sector.
 - Progress in the Education and Training offer and mainstreaming of MAM related curricula.
 - Progress on the absorption of MAM technologies between SMEs and clusters.
 - Mainstreaming of support measures for MAM technologies into regional/national policies and programmes.
 - Spillover effect in terms of new interregional links, networks and initiatives promoted by subprojects.

4. METHOD AND WORK PLAN

External Evaluation Method is to be proposed by the external evaluator, following the standard and widely accepted evaluation tools and methods.

Nonetheless, it is expected to include the review of ADDISPACE documents and deliverables as well as some kind of consultation to ADDISPACE partners, associated partners and other relevant stakeholders.

At the request of the partnership, External Evaluator might be invited to take part on Steering Group meetings, in order to present any of the three Evaluation Reports. Travel and subsistence costs linked to such participating will be borne by ESTIA, as subcontracting party.

External Evaluation is to be conducted and Reports drawn in English language, working language of ADDISPACE project.

External evaluation process is expected to fulfil the following estimated timetable:

Nº	Report	Delivery time
1	Ex-ante evaluation	End of April 2017
2	Intermediate evaluation	End of April 2018
3	Final evaluation	End of June 2019

5. PROCUREMENT PROCESS AND PAYMENT

Allocated total budget for the external evaluation is 16.000 € (VAT and any other kind of costs excluded).

ESTIA will conduct the public procurement process involving at least 3 tenderers, leading to the sub-contracting and appointment of an external evaluator. Proposals must include at least the following contents:

- Method and work plan
- Work team experience on the evaluation of EU funded projects, programmes and policies and if applicable on technology transfer projects and programmed leading to the increase of technology absorption capacitors by SMEs.
- Economic offer.

ESTIA will award the contract to the tender offering best value for money, that is to say, to the tender offering the best price-quality ratio, in compliance with the principles of transparency and equal treatment for potential contractors, care being taken to avoid any conflict of interests.

Following the agreements held in Annex 2 of the Partnership Agreement of ADDISPACE project, the external evaluation expenses will be shared between 6 partners. Awarded external evaluator will sign a contract with ESTIA, but will issue different invoices to the 6 partners according to the distribution of costs agreed on referred Annex of Partnership Agreement.

Agreed timetable for the payment of the service will be the following:

- 20% of contracted amount at the signature of the contract.
- 40% of contracted at the delivery of Intermediate Evaluation Report.
- 40% of contracted amount at the delivery of Final Evaluation Report.

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