SciShops

ENHANCING THE RESPONSIBLE AND SUSTAINABLE EXPANSION OF THE SCIENCE SHOPS ECOSYSTEM IN EUROPE

# D3.2.

# Stakeholder and engagement strategy on participatory community-based research

This project has received funding from the European Union's Horizon 2020 Research and Innovation Programme under Grant Agreement No 741657.

# Project

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| Acronym: | **SciShops.eu** |
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# Deliverable

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# Executive summary

The aim of D3.2. Stakeholder and engagement strategy on participatory community-based research is to build a plan how to involve stakeholders in SciShops.eu activities.

During task 3.2, a comprehensive list of potential **external experts** was compiled, by selecting individuals from the stakeholders' collections built under task 2.3 and task 3.3. The selected stakeholders are representatives of **science shops, universities, research organisations, small and large enterprise, community organisations, local administration and policy makers.** Stakeholders are grouped according to the group they represent, their geographical presence and their expertise.

Several stakeholders were chosen to be invited to the external **Expert and Advisory Board** of the project. These experts will directly support the project implementation by giving feedback or providing their expertise while participating in different activities, including summer schools or project symposium.

This document summarizes the proposed ways on how to include the above-mentioned experts, through **communication**, **consultation** and **collaboration**.

# Acronyms

| | |
|---|---|
| CBPR | = Community Based Participatory Research |
| CBR | = Community Based Research |
| EAB | = Expert and Advisory Board of SciShops.eu project |
| EU | = European Union |
| WP | = Work Package |
| CSO | =Civil Society Organization |

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# 1. Introduction

The "Science Shop" is one model of community-based research (CBR) that aims to establish productive, mutually beneficial collaborations between community organisations and research institutions. The results of all Science Shops activities are openly shared with community members and made available for future community use.

The SciShops.eu project aims at expanding and sustainably developing the science shops ecosystem in Europe by building on the capacity of already existing science shops in Europe and beyond and by establishing new science shops within different types of organizations: large enterprises, research institutes and universities.

The SciShops.eu team has as a top priority to prove the benefits of starting a science shop for every type of organization, but also the advantages the civil society gains from collaborating with science shops in community-based participatory research.

The consortium conducting the activities under the SciShops.eu project has been carefully selected to include an extensive multi-disciplinary expertise and various types of organizations. This means the consortium has the needed expertise, resources and knowledge to successfully implement the project until completion. However, the team recognises the need of having an external Expert and Advisory Board to objectively provide feedback, inputs and, on specific occasions, participate in workshops and/or training sessions, thus benefitting the project outcomes and the overall science shops ecosystem in Europe.

## 1.1. The deliverable D3.2 in the context of SciShops.eu

The main achievement of the Task 3.2 will be the vast selection of relevant stakeholders for the science shops ecosystem as well as experts in community-based participatory research (CBPR). Through conceptualization and organization of training and knowledge exchange events, the engagement of stakeholders will lead to the development of a Knowledge Exchange Roadmap. This will be used later on in the project but it will also be available to a broad network of interested actors on the SciShops.eu online platform. This WP is directly related to **O2** IDENTIFY and engage relevant community and research stakeholders through organization of participatory events and **O5** CONCEPTUALIZE and organize summer schools and knowledge cafes with students and trainers from the same field but from different geographical areas.

## 1.2. The concepts of stakeholder and engagement

**A stakeholder** is any individual or group that is affected by, who can influence or may have an interest in the outcomes of an organization's actions.[1]

For the purpose of this report, a **stakeholder** could be considered as anyone who has an interest in CBPR, whether they are an individual or a representative of a group or organisation, such as science shops, universities and research institutes, as well as CSOs, including people who are affected by the project as well as people who may influence the outcomes of the project.

[1] Adapted from BiodivERsA *Stakeholder Engagement Toolkit, Part 3: How to identify stakeholders*, Consultation draft 2013 www.biodiversa.org/632/download and *Stakeholder Engagement Tools for Action* https://www.cssp.org/publications/general/WPIC_DCFS_Stakeholder_Engagement_Toolkit.pdf

A stakeholder is any person or group who influences or is influenced by the research (BiodivERsA, 2014)[2].

**Engagement** designates all actions the project is going to take with its stakeholders: *consult, listen, understand, communicate, influence, negotiate*, etc., with the broader objectives of satisfying their needs, gaining approval and support, or at least minimising their opposition or obstruction.

**Stakeholder management**: the systematic *identification, analysis, planning and implementation* of actions designed to engage with stakeholders. [3]

**Multidimensional project engagement strategy** assumes that the strategy considers the more engagement dimensions: 1) national, regional or local level; 2) sector type; 3) field of expertise, 4) type of stakeholder.

In the context of SciShop.eu, the following stakeholder classification might be useful:

- **Internal stakeholders** are considered the groups and/ or individuals that are already part of the project (i.e., consortium partners and its members, **Project Committee, Project Coordinator, The Scientific Steering Board and Steering Board**).
- **External stakeholders** can be considered as those individuals or groups that are initially outside the project's environment, but who might be influenced or influence by the project (i.e., universities, research institutes, NGOs, SMEs, large enterprises, community members, local administrations and policy makers, finally comprising the **Expert & Advisory Board).**
- **Key stakeholders** can be considered as a subgroup of stakeholders who might be seriously impacted by the fulfilment of the project objectives.

[2] BiodivERsA, *Stakeholder Engagement Handbook,* Paris 2014, http://www.biodiversa.org/702
[3] APM Body of Knowledge, 6th edition, 2013, cited by BiodivERsA, *Stakeholder Engagement Handbook,* 2014

# 2. Identification of Stakeholders

The work within Task 3.2. (Collect relevant stakeholders, setup the Expert and Advisory Board and create a multidimensional project engagement strategy) has started with the collection of relevant stakeholders. A comprehensive **database of stakeholders** was built, with the aim of contacting the collected individuals during the various project activities. A massive list of individuals was compiled with the contribution of other tasks and project partners, from which a pool of experts was narrowed down by selecting special knowledge in some fields and who were invited to take part in the **Expert and Advisory Board**.

## 2.1. Types of stakeholders involved in SciShops.eu project

Stakeholders can be defined in many different ways. For the purpose of this report we define a stakeholder as: anyone who has an interest in CBPR, whether they are an individual or a representative of a group or organisation, such as science shops, universities and research institutes, as well as CSOs, including people who are affected by the project as well as people who may influence the project. During the proposal preparation phase, several groups of organisations and individuals were defined, as potential stakeholders of SciShops.eu project:

- Science Shops
- Universities
- Research Institutes
- Civil Society Organisations (CSO)/Non-Governmental Organisations (NGOs)
- Small and Medium Enterprises (SMEs)
- Large Enterprises (LEs)
- Existing initiatives
- Policy makers/local administrations
- Community members.

All groups are taken into account in the extension of the Expert and Advisory Board. However, some groups do not yet include a representative, but the consortium is still working on having a diverse mix of experts with different backgrounds and affiliated to all types of organizations mentioned above.

## 2.2. Methodology of identification of Stakeholders and Expert and Advisory Board members

**Stakeholders** were collected in different ways. In order to not duplicate the work conducted in other tasks, lists developed in Work Package 2 tasks were used as a base of our collection. They included individual researchers, community organisation representatives and policy makers. An important part of the stakeholders list was the one including those organisations which led or participated in synergy projects, identified in Task 3.1. Additionally, the experts who were included in the initial Expert and Advisory Board at the proposal stage were also listed and contacted.

Currently the list contains more than 1000 individuals – most of them being researchers. It has to be highlighted that the list is a living document: names are added when new relevant ones are found or when different knowledge/stakeholder group is needed for project activities. Also, entries are being deleted, when individuals explicitly mention they don't want to be involved in communication related

to the project. It also needs to be stressed that data of individuals (name, e-mail address, organisation, country) are collected according to framework defined in D8.2. of SciShops.eu project.

From the above mentioned stakeholder lists, 45 individuals were chosen to be invited to the **Expert and Advisory Board** (EAB) of the project. They all have special knowledge in given areas. Those experts are listed in the potential EAB members, who:

- provided support letters to the SciShops.eu proposal (initial Expert and Advisory Board)
- were recommended by project partners
- are/were coordinators/beneficiaries of synergy projects identified in D3.1.

Similarly of the stakeholder list, EAB list is also a living document.

The SciShops.eu consortium will focus their upcoming efforts on recruiting a variety of stakeholders not yet represented in the current Expert and Advisory Board (e.g. large enterprises representatives, international organizations representatives as well as local community initiatives in new science shops' communities).

**Stakeholder selection criteria**

Stakeholders are grouped according to the below criteria:

- Type of organisation
- Geographical representation – partner country
- Field of interest
- Future potential involvement in the CBPR process
- Engagement level.

**Expert and Advisory Board members selection criteria**

Potential EAB members are grouped according to the below criteria:

- Type of organisation
- Geographical representation – partner country
- Field of interest/expertise/ special knowledge
- representativeness for all/ most of stakeholder's types of organisations that were/ are involved in CBPR activities
- representativeness for all/ most of stakeholder's fields of interest/ sectors
- degree of expertise in CBPR
- gender balance.

**Roles of Expert and Advisory Board**

The aim of the external Expert & Advisory Board (EAB) is to deliver valuable inputs and feedback at different stages of the project. It will provide a space for external and associated stakeholders to participate in the project and it will contain representatives with different areas of relevance to the SciShops.eu project. Through this board, the consortium will be able to build up direct linkages for research (e.g. for comprehensive stakeholder analysis and interviews) and further demonstration activities. EAB members will:

- support different activities of the project through giving feedback on major deliverables,
- participating in project surveys;
- participate in at least 1 project event (project meeting, summer school, Knowledge Café, etc.) – on site or virtually;
- participate at our European SciShops.eu Symposium, which will be the main networking event of the project.

## 2.3. List of Expert and Advisory Board members, who has already confirmed their participation

| Name of the expert | Organisation | Role | Country |
|---|---|---|---|
| **Charalampos Theopemptou** | Cyprus Parliament | Member of Parliament | Cyprus |
| **Philine Warnke** | FRAUNHOFER GESELLSCHAFT ZUR FORDERUNG DER ANGEWANDTEN FORSCHUNG EV | Coordinator of synergy project | Germany |
| **Bálint Balázs** | Environmental Social Science Research Group | Beneficiary of synergy project | Hungary |
| **Alberto Bonetti** | Alberto Bonetti | Researcher | Italy |
| **Paola Pittia** | University of Teramo | Researcher | Italy |
| **Giuseppe Pellegrini** | OBSERVA - Science in Society | Community organisation | Italy |
| **Gyöngyver Mara, PhD., Ass. Prof.** | Labworm Science Shop of the Sapientia Hungarian University of Transylvania | Researcher /Science shop representative | Romania |
| **Gemma Revuelta** | Universitat Pompeu Fabra | RRI Researcher | Spain |
| **Fredrik Björk, Lecturer** | MALMÖ UNIVERSITY | Researcher | Sweden |
| **Dick Kasperowski** | Gothenburg University | Researcher | Sweden |
| **Christopher Kullenberg** | Gothenburg University | Researcher | Sweden |
| **Jeroen Knol** | EFFoST | Researcher | The Netherlands |
| **Joanna Jordan** | Bath University/Institute of Mathematical Innovation/EU Mathematics for Industry Network | Researcher | UK |
| **Poul Hjorth** | Technical University of Denmark/European Consortium for Mathematics in Industry | Researcher | Denmark |

# 3. Engagement of Stakeholders in CBPR

## 3.1. The aim for stakeholder engagement in CBPR

The aim of SciShops.eu stakeholder engagement strategy is to continually improve the way SciShops.eu engages with stakeholders through all project's channels in order to identify and create opportunities, to inform and involve them in CBPR. In this way, SciShops.eu will have the chance to act up on stakeholder feedback, engage them in CBPR process development, communication improvement and to strengthen relationships and consolidate mutual trust.

## 3.2. What is a stakeholder engagement strategy?

A **stakeholder's engagement strategy** is a strategy designed to shape and conduct the active involvement and participation of stakeholder in a project implementation.

In this regard and depending on project's characteristic and aims and on the stakeholder's type (e.g., internal, external, key) different levels of stakeholder engagement can be identified, ranging from a simple static information to a genuine active collaboration.

## 3.3. The stages of stakeholders' involvement/participation

**The degree** of participation, input and level of engagement depends on who the stakeholders are. The International Association for Public Participation developed a model of the key stages for stakeholder engagement to highlight the importance of informing stakeholders and, ultimately, to empower them[4][5]. An adapted model for the purpose of this report shows a staged evolving process:

- **Informing key stakeholders** to nurture and activate their concern about community issues and to offer them guidance towards potential problem-solving providers;
- **Consulting relevant stakeholders** to obtain their opinions, insight and to gain their trust that their expectations will be met;
- **Involving stakeholders** to make research practical, with the capability to render findings into practice and eventually to have a potential positive impact on the community;
- **Collaborating with stakeholders** to combine knowledge with action, to foster co-learning and promote partnership in formulating alternatives and solutions;
- **Empowering stakeholders** to act based on scientific reliable informed decisions.

[4] http://watercentre.org/portfolio/rhef/attachments/technical-reports/stakeholder-engagement-and-public-participation-in-eflows-and-river-health-assessments
[5] http://ec.europa.eu/transparency/regexpert/index.cfm?do=groupDetail.groupDetailDoc&id=9337&no=2

# 4. Engagement principles

The principles of engagement outlined in this strategy are universal. However, the level of engagement, governance and process, and how SciShops.eu will engage with stakeholders will vary.

Stakeholder engagement is an evolving process and should be planned for longer period based on an approach that will continue to mature as Scishops.eu learns and builds on its engagement programs.

The engagement principles are intended to guide SciShops.eu's approach to stakeholder engagement strategy.

**Effective communication**

The communication must take into account the audience as well as the objectives for the communication and therefore investigate the stakeholder's preferred method of communication.

**Early, authentic and regular consultations**

Engagement should not be an ad hoc action but must be deeply rooted in all project's activities. Early engagement with stakeholders is fundamental to success, providing a fair framework allowing to ask questions, to collect, to answer and to address concerns. The effectiveness of engagement is strong if it occurs at a moment when it can help to produce the final outcome of the project's activities.

**Targeted and planed stakeholder engagement**

SciShops.eu considers that carefully planning and time investing in stakeholder engagement activities bring compelling payoffs. In this regard engagement is recognized to be a targeted process, providing a powerful use of the entire range of concerns, interests, knowledge and expertise of its diverse stakeholders. This approach allows stakeholders to target their interests and concern on those activities where they can add and extract value from cooperating with SciShops.eu.

**Strong relationships**

Building strong and clear positive working relationships with the stakeholders represents the key that leads to successful and sustainable project outcomes. The relevance of establishing and preserving good relationships is vital for reaching the stakeholders' support for project's activities, as well as for designing and delivering the suitable solutions.

**Stakeholders risk assessment**

Using stakeholder analysis tools is a means of evaluating risks and opportunities stakeholders might inflict on the project's success.

**Monitor engagement progress**

Regularly measure the stakeholders' engagement progress to evaluate its success and use the findings for conceiving and developing forthcoming engagement.

# 5. Types of engagement techniques: Communication, Consultation, Collaboration[6]

The engagement ways depend on what the project intend to accomplish (the required level of engagement, the timing, and the expected role of the stakeholder. Engagement can be participatory (two way) or informative (one way).

For example, the purpose of an **early engagement** through communication is to inform about the project and project development, to let the stakeholders know about the project outcomes, to enrich communications and build relationships, as well as raise awareness about challenges.

An early open and continuously engagement, as well as a transparent process can provide opportunities to[7]:

- establish connections;
- perceive significant concerns;
- solve problems;
- minimize potential risks;
- involve those who might have a strong interest in the project development.

## 5.1. Communication

***Communication*** *means taking strategic and targeted measures for promoting the action itself and its results to a multitude of audiences, including the media and the public, and possibly engaging in a two-way exchange. The aim is to reach out to society as a whole and in particular to some specific audiences while demonstrating how EU funding contributes to tackling societal challenges*.[8]

**Communication** is a one-way type of engagement used when the organization wants to inform, let stakeholders know what the results are and make them aware about the success, challenges and opportunities associated with a particular project or activity. The tools and techniques for communication range from printed materials (newsletters, factsheets), electronic media/social media (e.g., Twitter, Facebook, Linkedin), websites; formal promotion (advertising and press releases) to direct public/stakeholders interaction (presentation, speech, workshop, etc.).

SciShops.eu aims to communicate to its stakeholders relevant and timely information. In this respect, WP7 promotes the SciShops.eu research results, field and science shops ecosystem assessment and communicates the results to the stakeholder groups.

SciShops.eu will reach European policy makers, private, research and education sectors, as well as the civil society. Through strategic communication and dissemination, new ideas, processes and tools for decision making will be shared across Europe. SciShops.eu will serve as a primary space to aggregate, illustrate, disseminate and exploit research findings in a clear and insightful way for practical applications to all users. It will promote and assist policy defining dialogue between its stakeholders.

In order to support the stakeholder engagement, dissemination and exploitation activities, SciShops.eu assumes that it is crucial to set up from the very beginning of the project a comprehensive set of

[6] https://www.divisionsbc.ca/CMSMedia/Divisions/DivisionCatalog-provincial/Documents/Resources/GPEngage-Choosing%20Engagement%20Types%20and%20Techniques.pdf
[7] Adapted from https://www.iso.org/files/live/sites/isoorg/files/developing_standards/docs/en/additional_guidance_tmb.pdf
[8] https://ec.europa.eu/research/participants/portal/desktop/en/support/faqs/faq-933.html

communication and promotion mechanisms and tools. From the first month of the project lifetime, a major task was to identify and refine which are the most effective communication activities that are better tailored to the specific objectives and targeted stakeholders the SciShops.eu project aims to reach. Apart from the classical dissemination activities, the consortium has identified specific communication measures to raise awareness and spread knowledge of the technical and scientific results developed at international, national as well as national level.

**The tools and techniques for communication** that will be used for SciShops.eu stakeholder engagement through communication at different stages are grouped in:

- surveys and interviews (WP2, WP3): structured way of obtaining basic information which can be easily analysed statistically. Able to reach a large number of people, they are convenient, economic and thus a good staring point. They need to be well structured and ensure that the questions are not leading.
- factsheets, newsletters, solution leaflets to raise awareness on project aims and outcomes, that will include all measures to provide stakeholders with meaningful information on project status
- pamphlet, brochures;
- outcomes/deliverables;
- electronic media: social media channels (e.g., LinkedIn, Twitter, Facebook) and the project info website (http://project.SciShops.eu). The strategic role of the project website in communicating the outcomes and results of the project on a large scale will be fully utilised.
- public Interaction like presentations, speech, workshops, during conferences
- press releases, articles in international journals;
- Slideshare.

## 5.2. Consultation

**Consultation** is a two-way type of engagement that gathers input from an identified target group of people or one or more organizations/stakeholders for getting information or perceptions that will help to really understand a situation, issue, challenge or need. In this regard, the consultation can:

- trigger convenient inputs from the interested stakeholders;
- involve stakeholders that will be impacted by the final results;
- animate debate to increase trust, findings reliability and approval of the final results.

Broader public consultation events or participatory engagement methods could be run to identify local concerns that have the potential to be addressed through a science shops research project. Members of the public as well as other stakeholders in the local community would be invited to a workshop run by the Science Shops to identify problems that affect their local communities, which have the potential to be investigated using scientific research. The tools and techniques for consultation could be:

- Facilitated inquiry through focus groups and workshops
- Meetings:
  - Community or public meeting
  - Bilateral meeting (SciShops.eu - key stakeholders)

  - Expert and Advisory Board (with SciShops)

- Survey (want input and or opinion about a situation, issue, challenge or need; identify a target audience and send a prepared set of questions and/or statements for which you request their responses; summarize the data then analyse it to identify trends or commonalities), interviews,
- Community mapping - helps stakeholders identify a community situation, issue, challenge or need, establish problem boundaries; collect, summarize and analyse data then create maps which you use to promote change;

## 5.3. Collaboration

**Collaboration** is a two way type of engagement that assumes to work with an identified group of stakeholders to reach a decision and/or achieve a shared goal or to facilitate individuals or groups to talk with each other about a situations, issues, challenges or needs. Collaboration provides opportunities for engaged parties to shape policy and/or program decisions that affect them.

The tools and techniques for collaboration could be:

- facilitated interaction:
  - charrette - bring together essential stakeholders who have a vested interest in a situation, issue, challenge or need; engage them in a prolonged meeting of intense brainstorming to work through decision making.
  - appreciative inquiry - is a model that seeks to engage stakeholders in self-determined change
- large group discussion:
  - Knowledge Café - invite a small number of groups to move from table to table providing feedback or recommendations.
  - open space - an event organiser or a facilitator identifies and launches a relevant question to bring participants together and then invites them to suggest sub-topics for discussion, giving them the responsibility to design and manage their own agenda
  - study circle - small groups (10-15) of participants gather to discuss an important issue during regular meetings over a period of several weeks/ month and, meetings facilitated by a person who keeps the discussion focused.

# 6. SciShops.eu multidimensional project engagement strategy

This Strategy sets out SciShops.eu vision for stakeholder engagement and provides a framework to enable us to better plan, deliver and monitor the effectiveness of our engagement.[9]

The strategy reveals SciShops.eu' commitment to collaborate with its stakeholders, to strengthen, improve and enhance past engagement experiences and to integrate effective stakeholder engagement practices across its activities.

Sustaining and building relationships and trust lay the foundation for promoting the sustainability of the science shops ecosystem. Trust will only grow and consolidate when a shift is made from an 'inside out' approach to an 'outside in' approach of the CBPR paradigm, that provides a genuine understanding and an effective response to what stakeholders value and need.

SciShops.eu takes on the ambitious goal of understanding current science shops trends and needs through integrating and involving stakeholders from the initial onset of the research efforts. Therefore, a crucial task of utmost importance is to **collect relevant stakeholders, setup the expert and advisory board and create a multidimensional stakeholder's engagement strategy on participatory community-based research**.

The relationship with the stakeholders and the willingness to engage in research is essential to achieving balanced outcomes for community and SciShops.eu.

The SciShop project will undertake a range of structured engagement activities and programs. In this regard, engagement covers all aspects of stakeholder involvement, including information provision, views and feedback collecting, joint working, problem-solving and strategic planning, and occurs on a wide range of issues and with a broad range of stakeholders (Science Shops, research institutes and CSOs).

During SciShops.eu implementation, the project could engage to inform (Communication) or involve (Consultation and Collaboration) certain categories of stakeholders in different stages of the process.

**Multidimensional project engagement strategy**

This Strategy sets the direction for engagement in the next two years of the SciShops.eu project.

| Vision |
|---|
| Our vision for the SciShops.eu stakeholder engagement strategy is<br>*to satisfy stakeholders' needs for knowledge through participatory research.* |
| **Mission** |
| SciShops.eu project is committed to engagement with interested stakeholders from Europe and beyond and to develop mutual beneficial channels to extend their collaboration in CBPR with Science Shops. |
| **Objectives** |
| The overall objective of the strategy is to develop engagement with stakeholders and satisfy their needs for knowledge through participatory research. |

[9] https://www.royalparks.org.uk/__data/assets/pdf_file/0010/41788/stakeholder-strategy-march-2014.pdf

The strategy has three main objectives:

- **Promote the sustainability** of the Science Shops ecosystem in Europe
- **Build capability** to strengthen, improve and enhance past and current engagement experiences in CBPR
- **Demonstrate and test** Science Shops trends and needs through integrating and involving stakeholders from the initial onset of the research efforts

Actions

**A. Collection of Stakeholders**

A comprehensive collection of stakeholders will be created. In this task the consortium will collect a vast pool of experts that will be organised not only geographically but also by sector and expertise. All actor groups will be taken into consideration for an accurate assessment of the science shops ecosystem. The list will be *continuously updated* with new stakeholders interested in collaboration.

B. Communication with **Stakeholders**

- Develop up a comprehensive set mechanisms and tools of communication and promotion
- Develop web-based platform fostering uptake of project outcomes and ensuring sustainable provision of knowledge and support to all stakeholders
- Knowledge transfer events from science shops to the public/stakeholders as well as for the summer schools and other training activities for new science shops' staff. This action will include:
  - Elaboration of Events roadmap 1 - for the knowledge transfer events from science shops to the public as well as for the summer schools and other training activities for new science shops' staff/internal stakeholders.
  - Elaboration of SciShops.eu Knowledge Exchange Roadmap – for further development of the knowledge exchange between science shops and community/stakeholders.

**C. Consultation** with **Stakeholders**

- Early engagement through consultation through surveys and interviews that will inform about the project and project development and build relationships with stakeholders
- Mobilise stakeholders and target groups to identify current perceptions, experiences, attitudes and challenges on participatory community-based research through surveys and interviews
- Public consultation using different methods such as *Future workshops*[10], meetings, workshops, etc.
- **Expert and Advisory Board** consultations

**D. Collaboration** with **Stakeholders**

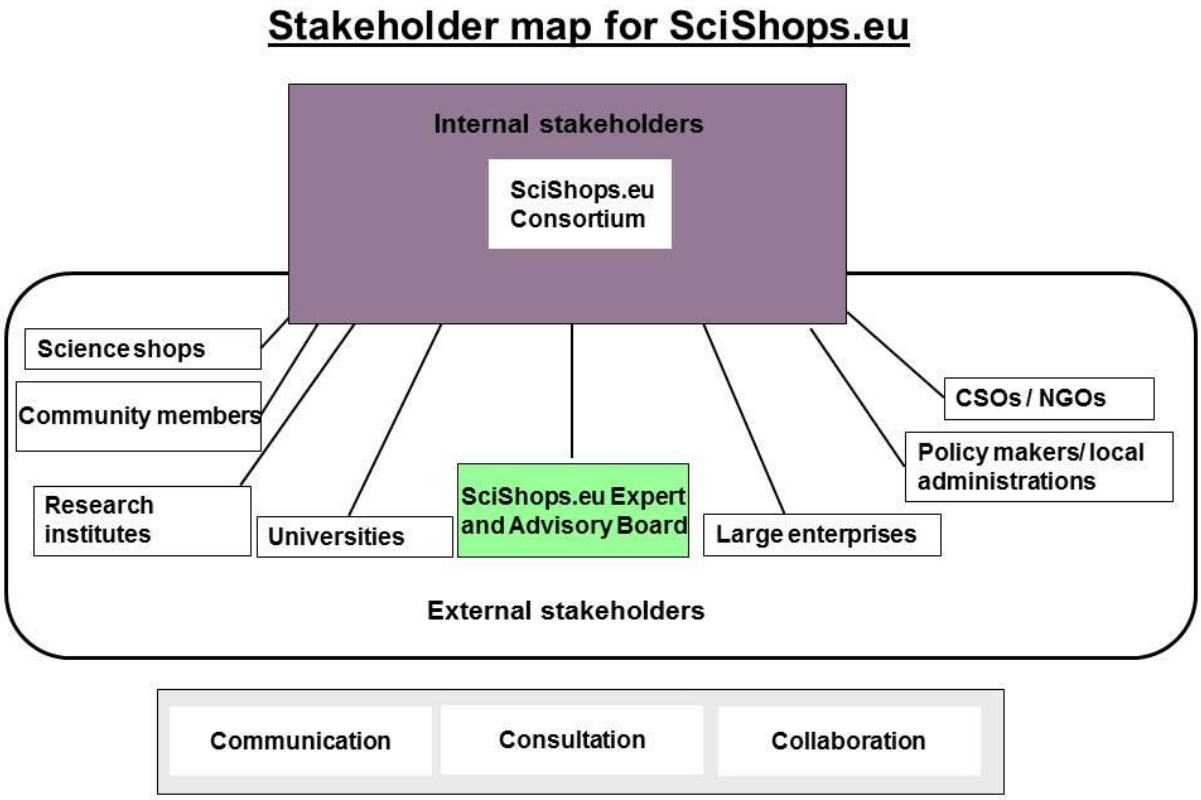
- **Expert and Advisory Board participation in summer schools** and other events
- **Internal stakeholders twinning**

[10] http://actioncatalogue.eu/method/7391

- Knowledge transfer from new science shops to the community/stakeholders by providing answers to previously formulated research questions by stakeholders and their follow up with feedback

# 7. Conclusions

The different stakeholder groups involvement in the SciShops.eu project activities is visually summarized in the following graph:




Findings of these documents will be applied throughout the different work packages and different activities of the SciShops.eu project.

# Annex 1: Invitation to the Expert and Advisory Board

Dear Mr/Mrs./Dr ……

It is my pleasure to **invite you** to become a member of the **Expert and Advisory Board** (EAB) of the **SciShops.eu** project, as a highly recommended partner by one of our consortium member.

*Our project called SciShops.eu is a European project aiming to develop and expand the network of new science shops, which are an established model of community-based participatory research that brings together community groups and researchers to better understand and solve local challenges. Issues are generated by the community and community members participate in all aspects of the research process with the helping of the science shop ecosystem.*

Based on your expertise and involvement in science-society issues, it would be a pleasure if we can involve your knowledge into our project. Being a member of the EAB of SciShops.eu provides you with the opportunity to contribute, on a voluntary basis, the enhancement of the responsible and sustainable expansion of the science shops ecosystem in Europe. The synergy between your experience, insight and strong interest in promoting sustainable communities, makes you the perfect person to assist the new developments that science shops are currently undertaking.

The Mission of SciShops.eu EAB is to provide a space for other external and associated stakeholders to participate in SciShops.eu and deliver advice, valuable inputs and feedback at different stages of the project by:

- facilitating the development of direct linkages for research and further demonstration activities and
- grounding the quality of SciShops.eu actions through high-level reflections and guidance.

Your benefits:

- you will receive first-hand information about the project results and findings, which may have relevance for your work as well;
- you can have influence on the project outcomes by providing your point of view;
- you can enhance your own professional network by collaborating with SciShops.eu consortium members and other members of EAB.

What is expected from you, as a member of EAB:

- support different activities of the project with giving feedback on major deliverables,
- participating in project surveys;
- participate in project events (project meeting, summer school, Knowledge Café, etc.) – on site or virtually;
- participate at our European SciShops.eu Symposium, which will be the main networking event of the project.

We do hope that you can accept this invitation and will be a member of SciShops.eu EAB.

Don't hesitate to contact me if you would like additional information or have further questions.

Please let me know your decision by dd/mm/18.

Sincerely,

xxxx yyyyy,

On behalf of the SciShops.eu consortium