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| **Title** | CLARIN Training Initiatives |  |
| **Version** | 0.2 |
| **Author(s)** | DF |
| **Date** | 06-04-2020 |
| **Status** | Draft |
| **Distribution** | BoD, NCF, KSIC, Ambassadors, UIC |
| **ID** | CE-2020-xxxx |

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# CLARIN Training Suite

# General

* Background and motivation: The aim of the Call for CLARIN Training Suite is to build a collection of training materials in which CLARIN services, tools and resources are used. We are interested in the training materials which can be reused and adapted by lecturers in the CLARIN network in both formal as well as informal educational settings. We are targeting all the disciplines that CLARIN is serving, such as linguistics, digital humanities, language technologies and social sciences. In the initial stage, we primarily aim for:
  + already existing training materials that need to be adapted, translated, refined. In later stages, we also plan to fund development of new materials.
  + materials suited for PhD and Masters levels. In later stages, we also plan to fund materials for Bachelors level.
  + materials focusing on central and universally/generally applicable services, tools and resources. In later stages, we also plan to fund materials relevant for specific languages only.
  + in addition to materials that can be used for face-to-face training, we are also interested in materials that can be used in virtual training.
* Proposed model: The call is continuous, individual proposers as well as teams of proposers can apply. Funding is awarded for personnel costs required to adapt, translate and refine the materials. The extent of the materials and the amount of funding sought is in principle flexible but must be well-motivated. In addition to the materials themselves, supporting documentation for the lecturers also need to be provided.
* Each proposal should state:
  + Name(s) of applicant(s)
  + A summary of the training materials itself, explaining its aims, its general structure, its target audience
  + The state of current training materials in this area (i.e. Why do we need this training material? Which gap will it fill?)
  + Pre-requisites/Practical/technical setup required to use the proposed training material
  + Education or research level (making clear the entry-level and expected advancement in knowledge)
  + A list of the CLARIN resources/tools/services used, including details for which specific languages, or language families they are applicable
  + Information about the applicants, and the skills they will bring to the proposed training material
* All training materials will be published on the CLARIN website with a CC-BY 4.0 license: https://creativecommons.org/licenses/by/4.0/deed.en
* Selection Committee: 1 member from BoD, 1 member from UIC, 1 member from KSIC, 1 member from NCF
* Total budget available: 50,000 EUR; aiming to fund 1-6 PMs per proposal; full funding paid after the submitted training materials are approved by the selection committee; prepayment can be considered

# Timeline

* Call announced: end of April 2020
* Evaluation of the instrument: end of October 2021

# Call text

CLARIN ERIC invites proposals for the development of CLARIN training materials relevant for the disciplines that CLARIN is serving which can be reused and adapted by lecturers in the CLARIN network in both formal as well as informal educational settings.

In the first iteration of the call we invite proposals for:

* + Already existing training materials that have already been successfully used but need to be adapted, translated, refined in order to make them suitable for a broader scope. Well motivated proposals for the development of new materials will also be considered.;
  + Materials suited for PhD and Masters levels (In later stages, we also plan to fund materials for Bachelors level.);
  + Materials focusing on central and universally/generally applicable services, tools and resources. (In later stages, we also plan to fund materials relevant for specific languages only.);
  + In addition to materials that can be used for face-to-face training, materials that can be used in virtual training are very welcome as well.

Procedure

* This call is continuous.
* An assessment panel consisting of a member of the BoD, a representative of the UIC and a representative of the KSIC, extended with a domain expert when relevant, will select the proposals that have sufficient quality to justify funding.
* In case more proposals will come in than can be funded, the quality criterion, the potential for impact of the proposed materials on the new and existing users and their reusability potential will become decisive in the comparison.
* Applications will be processed in the order in which they were received and will be processed within 3 weeks. Once the available budget for 2020 is exhausted, a notification will be posted on this web page. All applications that have not been assessed by then will be assessed in the next funding round.

Eligibility

* The call is open to individual proposers as well as teams of proposers.
* Funding is awarded for personnel costs required to adapt, translate and/or refine the existing training materials.
* The extent of the materials and the amount of funding sought is in principle flexible but must be well-motivated. An estimated budget per proposal is 1 PM and 6 PMs.

Terms and conditions

* The CLARIN funding must be clearly acknowledged in the materials.
* In addition to the materials themselves, supporting documentation for lecturers also needs to be provided.
* All training materials will be published on the CLARIN website with a CC-BY 4.0 license: https://creativecommons.org/licenses/by/4.0/deed.en
* A blog post about the materials that is suited for publication on the CLARIN ERIC website needs to be submitted within 2 months after the materials have been approved by the assessment panel.

Financial procedure

The main proposer is responsible for preparing the budget breakdown, final summary of expenses claimed (based on actual costs). An invoice is to be sent to the [financial officer](mailto:finances@clarin.eu) at CLARIN ERIC. On request, a prepayment by CLARIN ERIC can be issued up to a maximum of 60% of the total budget awarded. The cost summary and a blog post about the materials is due within 2 months after the materials have been approved by the assessment panel and before the last batch of the funds can be transferred.

Application procedure

* Each proposal should state:
  + Name(s) of applicant(s)
  + A summary of the training materials itself, explaining its aims, its general structure, its target audience (max 500 words)
  + The state of current training materials in this area (i.e. Why do we need this training material? Which gap will it fill?, max 250 words)
  + Pre-requisites/Practical/technical setup required to use the proposed training material (max 150 words)
  + Education or research level (making clear the entry-level and expected advancement in knowledge, max 150 words)
  + A list of the CLARIN resources/tools/services used, including details for which specific languages, or language families they are applicable (max 150 words)
  + Information about the applicants, and the skills they will bring to the proposed training material (max 500 words)

# CLARIN Trainer Network

# General

* Background and motivation: The aim of the CLARIN Trainer Network programme is to build a pool of experts who would carry out training events at prominent summer schools, conferences, COST Actions, etc. in disciplines and communities relevant for CLARIN
* Proposed model: The invitation for applications is circulated through the NCF, UIC, KSIC, CLARIN Ambassadors and the CLARIN page, social media and newsletter, aiming both at communities traditionally close to CLARIN (e.g. learner corpora researchers, translation studies) and communities less close to CLARIN (e.g. literary studies, parliamentary studies). The BoD initially nominates 6 trainers and then adjusts the number as needed in future iterations of the call. The trainers commit to individual training opportunities based on their expertise and availability. We aim for 2-3 training events by a trainer annually. Events can be both in-person or virtual.
* Total budget available: 10,000 EUR, reimbursement of travel, accommodation and registration costs

# Tasks

* Coordinator (the Director of User Involvement) of the CLARIN Trainer Network:
  + interacts and coordinates the trainer network
  + coordinates train-the-trainer activities
  + builds an annual calendar of events where CLARIN training is to be offered
  + recruits trainers for the events from the network
* Trainers:
  + attend an internal introductory webinar and study the information package to learn about CLARIN's organization, strategy, technical infrastructure and activities
  + deliver training events to the CLARIN community
  + contribute to the bank of CLARIN training materials
  + proactively seek training opportunities for CLARIN within relevant projects, scholarly networks, institutions, research infrastructures, etc.
  + agree to be featured in CLARIN's newsletter, website and printed promotional material (e.g. interview, blogpost, brochure).

# Selection of trainers

* Public call.
* The appointment is for 3 years with a possibility of prolongation.

# Timeline

* Call published: end of June 2020
* Notification of selection: end of July 2020
* Webinar and information package for the trainers: end of August 2020
* Start of the appointment: September 2020
* Evaluation of the instrument: end of October 2021

# Call text

CLARIN ERIC invites applications to join the CLARIN Trainer Network programme. The CLARIN Trainer Network is a group of experts who carry out training events at prominent summer schools, conferences, COST Actions, etc. in disciplines and communities relevant for CLARIN, such as linguistics, digital humanities, language technologies and social sciences.

Procedure

* This call is continuous with a total budget of 10,000 EUR for 2020.
* An assessment panel consisting of a member of the BoD, a representative of the UIC and a representative of the KSIC, extended with a domain expert when relevant, will select the candidates.
* In case more proposals will come in than can be funded, previous training experience of the candidate and the quality of their motivation statement will become decisive in the comparison.
* Applications will be processed in the order in which they were received and will be processed within 3 weeks. Once the available budget for 2020 is exhausted, a notification will be posted on this web page. All applications that have not been assessed by then will be assessed in the next funding round.

Eligibility

* The call is open to all candidates from CLARIN ERIC member and observer countries with a full-time or part-time position at an (educational or research) academic institution for at least 1 year after the date of submission. A completed PhD is a plus but is not required. At least 1 year of training experience (e.g., teaching at a HEI, formal or informal training at a research institution, university or research library, data center etc.) is required.
* Funding is awarded for the reimbursement of travel and accommodation costs as well as registration feels to the candidate directly. Funding cannot be used for salary costs.

Terms and conditions

* The appointment is for 3 years with a possibility of prolongation.
* The selected candidates will commit to training opportunities based on their expertise and availability on a case-by-case basis in agreement with the CLARIN training coordinator and will be encouraged to proactively seek training opportunities for CLARIN within relevant projects, scholarly networks, institutions, research infrastructures, etc. We aim for 3-4 training events by a trainer annually, both in-person and virtually.
* The selected candidates will attend an internal introductory webinar and study the information package to learn about CLARIN's organization, strategy, technical infrastructure and activities.
* The selected candidates will make their training materials available on the CLARIN website with a CC-BY 4.0 license: https://creativecommons.org/licenses/by/4.0/deed.en.
* The selected candidates will agree to be featured in CLARIN's newsletter, website and printed promotional material (e.g. interview, blogpost, brochure).

Application procedure

* Each proposal should state:
  + Applicant(s) CV
  + Information about the applicant, and the skills they will bring to the CLARIN Trainer Network, specifying area(s) of expertise, training experience, developed training materials, knowledge of CLARIN (max 500 words)
  + Motivation statement (max 500 words)

Terms and conditions

* The CLARIN Trainer Network must be clearly acknowledged in all the activities and materials.
* All developed training materials will be published on the CLARIN website with a CC-BY 4.0 license: https://creativecommons.org/licenses/by/4.0/deed.en
* A brief report on each training activity needs to be submitted within 1 month after its completion.