

Topic Tree	
The Ideal-ist network of ICT NCPs	
Type of practice (ex. service, event, training?)	Online tool The Topic Tree is a visual tool illustrating connections between closed, open and forthcoming Horizon 2020 topics related to ICT.
Publisher (NCP, NCP + partners?)	ICT NCPs
Target audience	Currently ICT NCPs and NCPs from other thematic areas with call topics related to ICT; ICT community (proposers)
Objective	Support NCPs in their daily work by helping them to find out more about the past (and future) of call topics. Via the Topic Tree, access to NCP knowledge, to background information and to external, call topic related information is facilitated. The aim is also to allow a strategic approach for ICT proposers when looking for appropriate call topics and further related information (like e.g. funded projects, partners in former call topics) plus
Stakeholders and Partners	ICT NCP community, NCPs of other thematic areas than ICT with links to ICT; ICT proposers;
Methodological Approach	The Topic Tree exists in two versions – PUBLIC and PRIVATE. The private version is available for NCPs only. The public version is accessible via the Ideal-ist website. The Topic Tree online tool <ul style="list-style-type: none"> • allows searching for call topics • visualizes linked call topics from the past to the future • provides links to EC information on call topics • provides links to information collected and prepared by Ideal-ist (background info) • facilitates sharing of NCP knowledge • allows viewing open/upcoming/closed call topics at a glance • ...

BEST PRACTICE DESCRIPTION FORM

Validation	<ul style="list-style-type: none"> • Feedback collection from ICT NCPs (working groups) • General survey on the Ideal-ist website • Webinar feedback • Manual tests
Impact	<ul style="list-style-type: none"> - Share NCP knowledge - Allow a better overview on ICT related call topics in H2020 (at a glance) - Keep the history of ICT related call topics - The Topic Tree is kind of a “one stop shop” for information on ICT related call topics in H2020 - Link achievements and work performed by Ideal-ist directly with call topics - work as a driver to contact NCPs <p><i>Long-term impact:</i> make NCP knowledge available to all ICT NCPs, save time and efforts for NCPs in collecting information related to call topics; Save resources also for proposer looking for call related information;</p>
Success Factors	<ul style="list-style-type: none"> - Access to knowledge for everyone - Easy to use - Efficiency. NCPs do save time and resources when looking for information
Constraints	<ul style="list-style-type: none"> - Need experts who share their knowledge - Needs so. who manages the tool (e.g. periodic updates, support, improvements)
Sustainability	<ul style="list-style-type: none"> - Sustainable as long as maintained and updated. - Ready to grow!
Replicability and/or up-scaling	<ul style="list-style-type: none"> - The aim is to make the Topic Tree useful for other thematic areas beside ICT; Ideal-ist invited NCP networks to collaborate;
Conclusion	<p>The Topic Tree is useful online tool supporting three groups</p> <ol style="list-style-type: none"> 1. NCPs: as single entry point to boost daily work 2. The Public (applicants): <ol style="list-style-type: none"> a. used for a first look at funding opportunities b. work as a „gate“ to the Participant Portal c. work as a driver to contact NCPs

BEST PRACTICE DESCRIPTION FORM

	3. Project Officers: transfer and document knowledge over the time
NCP contact details	Daniela Hackl (project manager Ideal-ist) FFG, Austria daniela.hackl@ffg.at
Related Web site(s)	https://www.ideal-ist.eu/topic-tree (public version)
Related resources that have been developed (training manuals, guidelines, posters, pictures, video and audio documents,)	Topic Tree Tutorial: https://www.dropbox.com/s/0zb6vcgngnn3pyx/Topic_Tree_Tutorial.mp4?dl=0 Topic Tree webinar: https://register.gotoweinar.com/recording/8401826147503052289 Topic Tree webinar presentation slides: https://www.dropbox.com/s/525covn3spzco17/191112_Idealist2020_TopicTree.pdf?dl=0