

European Projects Accelerator



Location : Science14 Atrium

Rue de La Science 14b, Brussels

Contact: Elena Lugato

EPA Education Coordinator

+32 487792819

master@academy-europa.eu

Horizon 2020 – Developing a Successful Proposal

9:00 – 10:30

Multiannual Financial Framework 2014/2020

- Role of Horizon 2020 in the implementation of the Europa 2020 strategy
- Analysis of the three pillars of H2020: Science base, Industrial leadership, Societal challenges
- Focus on SMEs related funding opportunities

10:30 – 11:00

Break

11:00 – 12:30

Understanding the new rules for participation in Horizon 2020, including international cooperation issues

- New funding schemes and project types

12:30 – 13:30

Break

13:30 – 15:00

Administrative due diligence for the implementation of a project proposal

15:00 – 15:30

Break

16:00 – 17:00

Consortium building, role and responsibilities of the parties

Course leaders:

Roberta Mancia

Lawyer and lecturer at European Academy for Education and Social Research

Roberta Mancia has a professional background in legal and financial management of EU Programmes. She has specific competences in legal aspects related to European research legislation policies, programs and management with specific focus on the Knowledge Based Bio Economy (KBBE) sector.

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Designing the Projects Proposal - Budget

9:00 – 10:30

The European financial contribution

- Financial issues of Horizon 2020 funded projects
- Main provision in the European financial regulation and in funding agreements

10:30 – 11:00

Break

11:00 – 12:30

General financial provisions

- Identification of eligible costs and non-eligible costs
- Identification of direct and indirect costs
- Subcontracting
- Overheads

12:30 – 13:30

Break

13:30 – 15:00

Budget planning and reporting

Financial management of the project: tools and methods

- Accounting Records, Timesheets, Cost Recording

Controls and sanctions

- Guarantee Fund
- Recovery procedures
- Financial audits certificates
- Liquidated damages & Financial penalties

15:00 – 15:30

Break

15:30 – 17:00

Practical Session

Course leaders:

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Designing the Projects Proposal

09:00 – 10:30

Contractual issues of Horizon 2020 Projects

Analysis of Grant Agreement, Consortium Agreement, Confidentiality Agreements

10:30 – 11:00

Break

11:00 – 12:30

Intellectual property right management in Horizon 2020

12:30 – 13:30

Break

13:30 – 15:00

10 Steps for successful H2020 proposal writing and submission

15:00 – 15:30

Break

15:30 – 17:00

Methodology on preparing an effective H2020 Proposal Summary

Course leaders:

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Nikolaos Floratos

Expert in Project Management of EU Projects and e-Accessibility services, Cyberall Access Ltd

Nikolaos Floratos delivers mainly the courses on Successful Planning and Management of European Funded Projects as well as Effective Dissemination and Exploitation of European funded projects. He has also been engaged as expert from the European Commission on evaluating proposals requesting EC funding as well as reviewing EU projects since 2003 and he has managed so far more than seventy EU projects since 1997. He presents the most suitable mix as an EC expert and project manager with teaching experience. He has worked in six European countries and has cooperated and trained hundreds of individuals and organizations in successful proposal writing as well as project management of European funded projects.

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Designing the Projects Proposal – Work in groups

9:00 – 10:30	<ul style="list-style-type: none">• Recapitulation• Discussion on participants project ideas, tips & hints, feedback from EC expert
10:30 – 11:00	Break
11:00 – 12:30	Scrutinize and Familiarise with the H2020 evaluation criteria
12:30 – 13:30	Break
13:30 – 15:00	Scrutinize and Familiarise with the H2020 evaluation criteria (Classwork in Groups- Hands on Practice)
15:00 – 15:30	Break
15:30 – 17:00	<ul style="list-style-type: none">• Get familiar with part B/Template of an H2020 application form• Map H2020 evaluation criteria within the application form

Course leaders:

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Project Evaluation and Quality Assurance of EU Funded Projects

Friday, 7th November 2014

9:00 – 10:30	<ul style="list-style-type: none">RecapitulationHints and methods for effective dissemination and exploitation within H2020
10:30 – 11:00	Break
11:00 – 12:30	<p>Five thinking hats in PE and QA of European funded projects:</p> <ul style="list-style-type: none">Proposal evaluator's Hat (usually an EC expert)Project Reviewer's Hat (usually an EC expert)Devil's Advocate Hat (usually a proactive quality manager)Internal Evaluator's Hat (usually a partner)External Evaluator's Hat (usually a specialised consultant)
12:30 – 13:30	Break
13:30 – 15:00	Wear different hats and evaluate a specific H2020 proposal by formulating appropriate questions and answers (Classwork in Groups- Hands on Practice)
15:00 – 15:30	Break
15:30 – 17:00	<ul style="list-style-type: none">Cont. Classwork in Groups- Hands on PracticePresentation of findings – Discussion on the evaluation commentsCourse/Seminar evaluation

Course leaders:

Nikolaos Floratos

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Brokerage Event (TBC)

09:00 – 11:00

Presentation by the Institution representatives

11:00 – 11:30

Coffee Break

11:30 – 12:00

Presentation by the Institution representatives

12:00 – 12:30

Presentation by the Institution representatives

12:30 – 13:00

European Projects Association and the concept of the European Projects Accelerator

Katarina Sipic, Secretary General of European Projects Association

13:00 – 14:00

Lunch

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