

European Projects Accelerator

Location: **Science14 Atrium**
Rue de La Science 14b, Brussels

Contact: **Elena Lugato**
EPA Education Coordinator
+32 487792819
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Horizon 2020 – Developing a Successful Proposal

Monday

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

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

- New funding schemes and project types

10:30 – 11:00 Break

11:00 – 12:30 **Consortium building, Role and Responsibilities of the Parties**

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 **Practical Session: Consortium set up base on the analysis of a call for proposal**

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

Tuesday

9:00 – 10:30	The European financial contribution <ul style="list-style-type: none">• 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 <ul style="list-style-type: none">• 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 <ul style="list-style-type: none">• Accounting Records, Timesheets, Cost Recording Controls and sanctions <ul style="list-style-type: none">• Guarantee Fund• Recovery procedures• Financial audits certificates• Liquidated damages & Financial penalties
15:00 – 15:30	Break
15:30 – 17:00	Practical Session

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Designing the Projects Proposal

Wednesday

09:00 – 10:30	Contractual issues of Horizon 2020 Projects <ul style="list-style-type: none">Analysis of Grant Agreement, Consortium Agreement, Confidentiality Agreements
10:30 – 11:00	Break
11:00 – 12:30	Intellectual property right management in Horizon 2020 <ul style="list-style-type: none">Commercialisation of project results, new models for Horizon 2020 project results
12:30 – 13:30	Break
13:30 – 14:00	Winning Horizon2020 with Open Science <ul style="list-style-type: none">Martin Donnelly, Senior Institutional Support Officer, Digital Curation Centre, University of Edinburgh
14:00 – 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
18:00 – 19:30	Brokerage Event

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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 been engaged as expert from the EC 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.



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Designing the Projects Proposal – Work in groups

Thursday

9:00 – 10:30	<ul style="list-style-type: none">RecapitulationDiscussion 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 formMap H2020 evaluation criteria within the application form

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Project Evaluation and Quality Assurance of EU Funded Projects

Friday

9:00 – 10:30	<ul style="list-style-type: none">Recapitulation <p>Hints and methods for effective dissemination and exploitation within H2020</p>
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) <p>External Evaluator's Hat (usually a specialised consultant)</p>
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 comments <p>Course/Seminar evaluation</p>

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