

Horizon 2020 Proposal Writing Camp for Belarus

Date: 28 – 29 January 2020

Venue: Science and Technology Park BNTU "Polytechnic"

**Trainers: Manfred Spiesberger & George Bonas
(International Cooperation Service Facility of the EC)**

Preliminary agenda

Day 1 (*In Italics: Group work sections*)

DAY 1	
09.00 - 09.45	Introduction to Camp <ul style="list-style-type: none"> • Explanation of the formats and expected activities, openness and limits • Participants tour de table • Expectations of participants • A successful example, a “real project”
09.45 – 10.15	Short overview of H2020 and of upcoming Horizon Europe <ul style="list-style-type: none"> • <i>Group work:</i> <i>How/where did the participants find the topics proposed?</i>
10:15-10:30	BREAK
10.30 – 11.15	NCP presentation/s <ul style="list-style-type: none"> • Services offered and current call openings • Best options for participation of researchers from the country
11.15 – 12.00	Specific funding lines <ul style="list-style-type: none"> • Discussing specific aspects and call conditions of funding lines of particular interest (e.g. access to Research Infrastructures), including Spreading Excellence; Widening Participation; and COST
12:00-13:00	LUNCH BREAK
13.00 – 13.30	Evaluation of proposals <ul style="list-style-type: none"> • Evaluation criteria • <i>Group work to understand evaluation approach</i>
13.30 – 13.45	How to understand a call and decode its content?
13.45 – 14.45	Call/topic decoding and understanding <ul style="list-style-type: none"> • <i>Group work on specific calls/topics</i>



14:45-15:00	BREAK
15.00 – 15.15	Introduction to proposal's main parts <ul style="list-style-type: none"> • Excellence and its contents • Impact and its contents • Implementation and its contents • Budget • Ethics and other Annexes
15.15 – 15.30	Implementation part overview <ul style="list-style-type: none"> • Workplan • Work packages • Deliverables
15.30 – 16.30	Drafting a Work Plan description <ul style="list-style-type: none"> • <i>Group work on specific calls/topics</i>
16.30 – 17.00	<i>Presentations of the drafted Work Plans and discussion</i>

Day 2 (In Italics: Group work sections)

DAY 2	
09.00 – 09.15	Consortium as a whole and individual profiles <ul style="list-style-type: none"> • Required qualifications, complementarity • Individual profiles
09.15 – 09.40	Drafting the Consortium as a whole part <ul style="list-style-type: none"> • <i>Group work on specific calls/topics</i> 3.3 Consortium as a whole
09.40 – 10.00	<i>Presentations of the drafted Consortium parts and discussion</i>
10.00 – 10.30	(1) Excellence part overview <ul style="list-style-type: none"> • Project rationale, objectives and the European dimension; • Responding to the scope of the call (problem raised in the call), describe solution and expected results • Excellence parts: objectives; relation to Work Programme; concept and methodology; ambition
10.30 – 10.45	BREAK
10.45 – 11.45	Drafting Excellence <ul style="list-style-type: none"> • <i>Group work on specific calls/topics</i> 1.1 Objectives 1.2 Relation to the work programme 1.3 Concept and methodology 1.4 Ambition
11.45 – 12.15	<i>Presentations of the drafted Excellence parts and discussion</i>
12.15 – 13.15	LUNCH BREAK
13.15 – 13.30	(2) Impact part overview <ol style="list-style-type: none"> 1. Expected Impact, impact types, indicators

	2. Measures to maximize impact (Communication, Dissemination, Exploitation)
13.30 – 14.15	Drafting an impact section <ul style="list-style-type: none"> • <i>Group work on specific calls/topics</i> 2.1 <i>Expected impacts</i>
14.15 – 14.45	<i>Presentations of the drafted Impact parts and discussion</i>
14.45 – 15.00	BREAK
15.00 – 16.00	Drafting measures to maximize impacts <ul style="list-style-type: none"> • <i>Group work on specific calls/topics</i> 2.2a <i>Dissemination and Exploitation of results</i> 2.2b <i>Communication</i>
16.00 – 16.30	<i>Presentations of the drafted measures to maximize impact parts and discussion</i>
16.30 – 17.00	Wrap-up of the two first days and orientations for Day 3

Day 3 (*In Italics: Group work sections*)

DAY 3	
09.00 – 09.15	Budget and eligible costs in Horizon 2020 <ul style="list-style-type: none"> • Eligible costs, funding rates, direct/indirect • Tips for preparing a budget
09.15 – 10.15	Drafting a budget for a work package (or a task) <ul style="list-style-type: none"> • <i>Group work on specific calls/topics</i> <i>Human resources (p-m and rates)</i> <i>Consumables; Travel; Other</i> <i>Equipment</i> <i>Sub-contracting</i>
10.15 – 10.45	<i>Presentations of the drafted budgets and discussion</i>
10.45 – 11.00	BREAK
11.00 – 11.30	Horizontal issues in Horizon2020 <ul style="list-style-type: none"> • Ethics; IPR; Open science; RRI • How to integrate these aspects in the proposal
11.30 – 12.00	Identifying horizontal issues in the calls/topics addressed <ul style="list-style-type: none"> • <i>Group work on specific calls/topics</i> <i>Ethics; IPR; Open Science; RRI</i>



12.00 - 13.00	BREAK
13.00 – 13.30	<i>Presentations on the identified horizontal issues and discussion</i>
13.30 – 14.30	Presentation on specific H2020 Programmes (to be fine-tuned according to expressed needs) <ul style="list-style-type: none">• Marie Skłodowska-Curie actions (MSCA)• ITN, RISE, IF• ERC Grants
14.30 – 15.15	<i>Identification of possible actions to be proposed by the participant's organizations</i> <ul style="list-style-type: none">• <i>Brainstorming on ITN; RISE; IF; etc.</i>• <i>Presentation of tentative proposals and discussion</i>
15.15 – 15.30	BREAK
15.30 – 16.00	The Participant Portal: proposal submission and proposal management system
16.00 – 16.30	Final discussion and Q&A