

Horizon Europe Proposal Writing Camp for Armenia

Date: 13 – 17 February 2023

Venue: Yerevan, (exact address to be announced later)

Trainer: George Bonas & Daniele Gizzi
(Global Service Facility of the EC)

Draft Agenda

Tentative Agenda - Day 1

DAY 1	
14.00 - 14.30	Introduction to Camp <ul style="list-style-type: none"> • Explanation about the formats and expected activities, openness and limits • Participants tour de table • Expectations of participants • Brief presentation of a funded HE project
14.30 – 15.00	Horizon Europe Overview and identification of relevant funding lines and thematic areas
15.00 – 15.30	The Funding and Tenders Portal - How to find the right call (interactive)
15.30 – 16.30	Evaluation of proposals <ul style="list-style-type: none"> • Evaluation criteria • <i>Group work to understand evaluation approach</i>
16:30-16:45	BREAK
16.45 – 17.15	How to understand a call and decode its content?
17.15 – 18.15	Call/topic decoding and understanding <ul style="list-style-type: none"> • <i>Group work on specific calls/topics</i>
18:15 - 18:30	Recap of Day 1 & outlook on Day 2 & 3

Tentative Agenda - Day 2 (*In Italics: Group work sections*)

DAY 2	
09.00 – 09.15	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
09.15 – 9.30	Implementation part overview <ul style="list-style-type: none"> • Workplan • Work packages • Deliverables



9.30 – 10.30	Drafting a Work Plan description <ul style="list-style-type: none"> • <i>Group work on specific calls/topics</i>
10.30 – 10.45	BREAK
10.45 – 11.15	<i>Presentations of the drafted Work Plans and discussion</i>
11.15 – 11.30	Consortium as a whole and individual profiles <ul style="list-style-type: none"> • Required qualifications, complementarity • Individual profiles
11:30– 12.00	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
12.00 – 13.00	LUNCH BREAK
13.00 – 14.00	Drafting Excellence <ul style="list-style-type: none"> • <i>Group work on specific calls/topics</i> <ol style="list-style-type: none"> 1.1 Objectives 1.2 Relation to the work programme 1.3 Concept and methodology 1.4 Ambition
14.00 – 14.30	<i>Presentations of the drafted Excellence parts and discussion</i>
14.30 – 14.45	Break
14.45 – 15.15	Horizontal issues in Horizon Europe <ul style="list-style-type: none"> • Ethics; IPR; Open science; RRI <p>How to integrate these aspects in the proposal</p>
15.15 – 15.45	Identifying horizontal issues in the calls/topics addressed <ul style="list-style-type: none"> • <i>Group work on specific calls/topics on Ethics; IPR; Open Science; RRI</i>
15.45 – 16.15	<i>Presentations on the identified horizontal issues and discussion</i>
16.15 – 17.00	Discussion, Q&A, Wrap-up of the two first days and orientations for Day 3

Tentative Agenda day 3

DAY 3	
09.00 – 09.15	Budget and eligible costs in Horizon Europe <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: Calculate costs for work package or task, including human resources (p-m and rates), consumables; travel; other equipment; 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	Impact part overview 1. Expected Impact, impact types, indicators Measures to maximize impact (Communication, Dissemination, Exploitation)
11.30 – 12:30	Drafting an impact section and measures to maximize impacts: Group work on specific calls/topics 2.1 Expected impacts 2.2a Dissemination and Exploitation of results 2.2b Communication
12.30 – 13.00	<i>Presentations of the drafted Impact parts and discussion</i>
13.00 – 14.00	LUNCH BREAK
14.00 – 14.45	Presentation on specific Horizon Europe Programmes (indicative, to be fine-tuned according to expressed needs) <ul style="list-style-type: none">• Marie Skłodowska-Curie actions (MSCA)• ERC Grants• EIC
14.45 – 15.30	<i>Identification of possible actions to be proposed by the participant's organizations</i> <ul style="list-style-type: none">• <i>Brainstorming</i>• <i>Presentation of tentative proposals and discussion</i>• Next Steps
15:30 – 16.00	Final discussion and Q&A