



European
Commission

Horizon 2020 Proposal Writing Camp

Date: 30-31 October & 1 November 2019

Venue: Fikret Amirov str 9., Baku, AZ1000, Azerbaijan

Place: Baku Azerbaijan

Preliminary agenda

Day 1

10:00 – 10.30 am

Registration and welcoming

N.N., The Azerbaijan National Academy of Sciences (ANAS)

10:30 – 11:15 am

Introduction to Camp

Welcome, Tour de table, Expectations and a successful example, a “real project”

*Presenter: Felix Gajdusek & Matthias Wurch**

11:15 am – 12:00 pm

NCP presentations on their services and on current call openings

This session includes all details on fitting the project idea (finding a call for proposal); Identifying suitable open calls, how to decode a call text, how to prepare and submit a competitive proposal, and how to avoid common pitfalls.

Presenter: N.N.

12:00 – 01:00 pm

Lunch break

01:00 – 2:00 pm

Overview of H2020: a short overview of key elements of H2020 and a short outlook on the upcoming Horizon Europe

Looking insight H2020 actions and where to find the most fitting funding opportunities + interactive group round

*Presenter: Felix Gajdusek & Matthias Wurch**

02:00 – 02:30 pm

Focus on specific funding lines: discussing specific aspects and call conditions of funding lines of particular interest

*Presenter: Felix Gajdusek & Matthias Wurch**

*International Cooperation Service Facility of the EC



01:30 – 02:30 pm

How to understand a call and decode its content?

This session explains how to read and decode calls and topics. In an interactive group work the participants will practice the elaborated skills

*Presenter: Felix Gajdusek & Matthias Wurch**

02:30 – 02:45 pm

Coffee break

02:45 – 03:15 pm

Evaluation

Evaluation criteria and exercise: evaluation summary reports and assessing proposal parts. Group work to understand evaluation approach

*Presenter: Felix Gajdusek & Matthias Wurch**

03:15 – 05:00 pm

Excellence

Proposal Writing: Excellence - focus on the project rationale, objectives and the European dimension; respond to the scope of the call (problem raised in the call), describe solution, results + Group work: drafting an excellence section

*Presenter: Felix Gajdusek & Matthias Wurch**

Day 2

09:00 – 09:30 am

Presentations of results from group work on Proposal parts Excellence

09:30 – 10:45 am

Impact

Proposal writing: Impact & Exploitation - expected Impact, impact types, indicators + Group work: drafting an impact section

*Presenter: Felix Gajdusek & Matthias Wurch**

10:45 – 11:00 am

Coffee break

11:00 am – 11:30 am

Presentations of results from group work on Proposal parts Impact

11:30 – 12:00 am

Implementation

Proposal Writing: Implementation - Workplan, Work packages and deliverables

*Presenter: Felix Gajdusek & Matthias Wurch**

12:00 – 01:00 pm

Lunch break



01:00 – 02:00 pm	Expert Consultations Q&A, Specific support to participants <i>Presenter: Felix Gajdusek & Matthias Wurch*</i>
02:00 – 02:30 pm	Budget and eligible costs in Horizon 2020 <i>Presenter: Felix Gajdusek & Matthias Wurch*</i>
02:30 – 02:45 am	Coffee break
02:45 – 04:30 pm	Budget and eligible costs in Horizon 2020 Group work on budgeting a work package (or a task) + Presentation of results
04:30 – 05:00 pm	Feedback session and specific content for day 3 Clarification of specific topics and individual support <i>Presenter: Presenter: Felix Gajdusek & Matthias Wurch*</i>
Day 3	
09:00 – 10:30 am	Marie Skłodowska-Curie actions (MSCA) Presentation & Group Work: Identification of possible actions for my organisation: ITN, RISE & IF + Presentation of possible actions in MSCA <i>Presenter: Presenter: Felix Gajdusek & Matthias Wurch*</i>
10:30 – 10:45 am	Coffee break
10:45 – 11:30 am	The Funding & Tenders Portal and proposal submission system <i>Presenter: Presenter: Felix Gajdusek & Matthias Wurch*</i>
11:30 – 12:00 am	Horizontal issues in Horizon 2020 Horizontal issues in Horizon2020: Ethics; IPR; Open science; RRI: Challenges - Opportunities – how to integrate the aspects adequately <i>Presenter: Presenter: Felix Gajdusek & Matthias Wurch*</i>
12:00 – 01:00 pm	Lunch break
01:00 – 01:30 pm	Horizontal issues in Horizon 2020 <i>Group work + Presentation of results from group work</i>



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*Presenter: Felix Gajdusek & Matthias Wurch**

01:30 – 02:30 pm

Consortium & Section Consortium as a whole

How to find a partner? Consortium as a whole: required qualifications, complementarity, etc. + Group Work and discussion of group work

*Presenter: Felix Gajdusek & Matthias Wurch**

02:30 – 03:00 pm

Final discussion and Q&A

03:00 – 04:00 pm

Networking Coffee and possibility for bilateral discussions with the trainers