

Training Course:

# EU RESEARCH & INNOVATION PROPOSAL DEVELOPMENT

## 2014→2020

5+6 November 2014/Málaga/Spain

Online Registration:

[www.juntadeandalucia.es/proyectosinternacionales-salud/proposaldevelopment](http://www.juntadeandalucia.es/proyectosinternacionales-salud/proposaldevelopment)



Fundación Progreso y Salud  
CONSEJERÍA DE IGUALDAD, SALUD Y POLÍTICAS SOCIALES



RED DE FUNDACIONES GESTORAS  
de la **investigación** del SSPA



**ibima** Instituto de Investigación  
Biomédica de Málaga

HORIZON 2020





## TRAINING APPROACH

With a learning-by-doing approach, the goal is to enable **scientists, engineers, project managers, financial managers, administrators** and other individuals to **turn their ideas into successful project proposals**, and obtain the necessary skills to cope with the administrative and financial challenges of EC projects.

The training course will cover a two-day programme. The first day will focus on the scope and structure of Horizon 2020 and introduce the rules of participation under including various eligibility criteria, types of activities supported, financial rules, partnership requirements, and application procedures. Lectures and presentations will be complemented by a practical workshop, during which the participants will be guided through the steps of developing a competitive proposal for submission under Horizon 2020, comparing it with FP7.

The second day will introduce the financial issues and the evaluation process in more details. The participants will also get an introduction to the evaluation of project proposals with a view to experiencing first-hand how the proposals are evaluated by the experts.

## INFO:

### Venue:

Hospital Regional de Málaga. Salón de Actos (*to be confirmed*)  
Avda. Carlos Haya s/n. 29010 Málaga [see map](#)

### Organised by:

- ↳ Fundación Progreso y Salud. Consejería de Igualdad Salud y Políticas Sociales
- ↳ Red de Fundaciones Gestoras de la Investigación del Sistema Sanitario Público de Andalucía
- ↳ Instituto de Investigación Biomédica de Málaga (IBIMA)

### Registration:

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**Language:** English

**For further information, please contact us:**

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## PROGRAMME: 5 NOVEMBER 2014

### 11:00 Event opening

**Maribel Lucena** Director of the Institute of Biomedical Research of Malaga (IBIMA)  
**Virginia Nieto Guerrero** Head of the international Project Office of the Andalusian Public Health System

### 11:15 An overview of Horizon 2020

Horizon 2020 structure and the rules of participation under the programme including the simplification measures, various eligibility criteria, types of activities supported, financial rules, partnership requirements, application procedures and rules for implementation including technical and financial management.

### 12:00 Introducing focus areas in H2020

Relevant themes for the host organisation.

### 13:00 Break

### 13:15 Project Development from scratch – a “hands-on” approach

Practical tips on Horizon 2020 proposal development - step by step - Putting your ideas into paper - The first steps: call analysis, pre-proposal and full proposal development - Basic rules - Project planning basis - Content development and proposal writing.

### 14:00 Lunch

### 15:00 Workshop: Proposal Development

Analysing calls and formulating project ideas - Practice the first steps of proposal development with hands-on assistance

#### **PART1: CONCEPT, OBJECTIVES, WORK PLAN**

- ↳ A clear project idea (within call scope, duration, budget, tasks, costs)
- ↳ A preliminary work plan and work flow (WP descriptions, Gantt chart, PERT diagram)
- ↳ Milestones, tangible outputs (deliverables), quantifiable indicators

### 17:00 Coffee Break

#### **PART2: TIMELINE, INTER-LINKAGES, PARTNERSHIP, EXPLOITATION, DISSEMINATION AND IMPACT**

- ↳ A complementary consortium where the tasks are well divided
- ↳ A draft impact section with concrete results and exploitation routes
- ↳ A draft dissemination plan

### 18:45 Q&A sesión



19:00 End of day 1

## **PROGRAMME: 6 NOVEMBER 2014**

**9:00 Horizon 2020 Financial Aspects – Budget Development**

Eligible costs; Funding limits - Cost models, direct costs and indirect costs -  
Prepayment, Financial Viability Check, Bank Guarantees, Contributions to  
Guarantee Fund - Budget preparation and planning

10:00 Coffee Break

**10:20 Workshop: Proposal development**

Finalising the proposal with the Budget Development, discussing final issues and  
introducing a real proposal

**12:00 Understanding the Evaluator's perspective**

Understanding the evaluation procedure from A to Z to better compose your next  
proposal - Main aspects and criteria of evaluation.

12:45 **Q&A sesión**

13:30 **Farewell**



## TRAINERS:



**Europa Media** is Europe's leading provider of practical training courses on EU funds and EC project development and management under the EU Programmes, in particular the Research Framework Programmes.

Since its establishment in 2003, Europa Media has strived to provide and present dispersed and highly technical information on EU policies, funding opportunities and programmes in a streamlined and simplified way to potential stakeholders in Europe and worldwide..

To date, Europa Media has organized more than 100 training courses attended by over 5,000 participants from all over Europe and beyond. Europa Media has also supported many universities, research organisations and SMEs on an advisory/in-house capacity in their efforts to develop winning proposals and effectively implement their projects.

**MR. ÖMER CEYLAN** has extensive hands-on experience in developing and implementing transnational projects under European programmes and managing service contracts for the European Commission. He has a thorough knowledge of the European Union's funding system and a sound understanding of the programming and implementation of various EU funding schemes and programmes and their interrelations. Mr. Ceylan has been involved as a trainer and workshop facilitator in Europa Media's training courses since 2005.

In 2010 and 2011, he served as an expert for the European Commission's LIFE+ Information Sessions organised in Malta and the UK. Mr. Ceylan is an environmental engineer from Istanbul Technical University (ITU) and holds an MSc in Environmental Management from Aalborg University (AAU).

**MS. KRISZTINA VARGA-TÓTH**, Project Manager at Europa Media, graduated from the University of Debrecen as an Agricultural Engineer (Economist). She has four years of experience in the development and management of EU-funded projects under FP7 and CIP-IEE programmes. Previously, she acted as the National Contact Point for Twinning at the National Development Agency of Hungary, where she has gained hands-on experience in international affairs and EU policies. Ms. Varga-Tóth is currently involved in the management of two of Europa Media's projects: the International Learning Network (ILN) of the European Commission's DG Research and Innovation, which aims is to enhance the exchange of information and best practices among the coordinators of the FP7 international cooperation projects, and the FP7 Health-2-Market project, which aims at developing health researchers' entrepreneurial skills and knowledge to support the market exploitation of their research results.