



InJoy&Train
Getting Involved
From Idea to Project

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Food quality & safety

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The Long road to a project



From Idea to Project

1. **Project idea**
2. **Consortium building**
3. **Proposal writing**
4. **Proposal submission**
5. **Selection- & Evaluation process**
6. **Negotiation**
7. **Start of project**



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PROJECT IDEA



What is my idea ?

- What is the organisation **STRATEGY**?
- How does **MY** research fit in FP7 ?
- What are the **FUNDING** opportunities ?
- What is a **REALISTIC** choice for me ?
- What can I **OFFER** to a European project ?

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Reading & understanding the Work Program

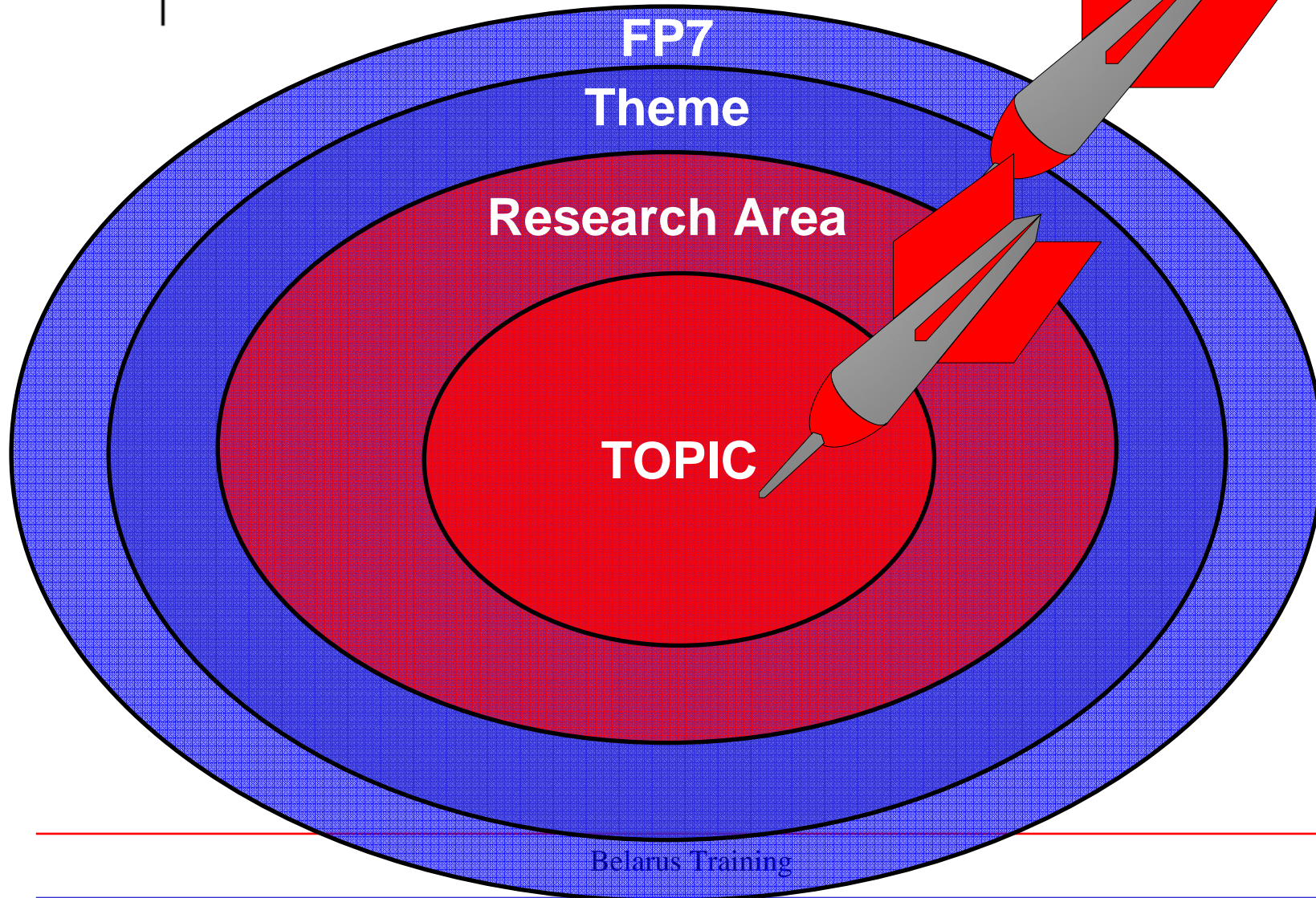




Starting

- Learn the rules and *accept* them
- Read the work program, get it on Cordis
- Only ideas that fit the topics of the Work Program have a chance

Target your ideas



Outline Idea

- Describe on 1/2 page the following
 - What is the problem?
 - What are the goals?
 - What is your innovative solution?



Instruments in FP7

- Specific Support Action
 - Workshops, Benchmarkstudies
 - Small projects (<€1M)

- Coordination Action
 - Research Strategy
 - Small projects (<€2M)

- Collaborative Research
 - Research & Developmend
 - From Theory to practice
 - Medium to large Projects (€3M <> €15 M)

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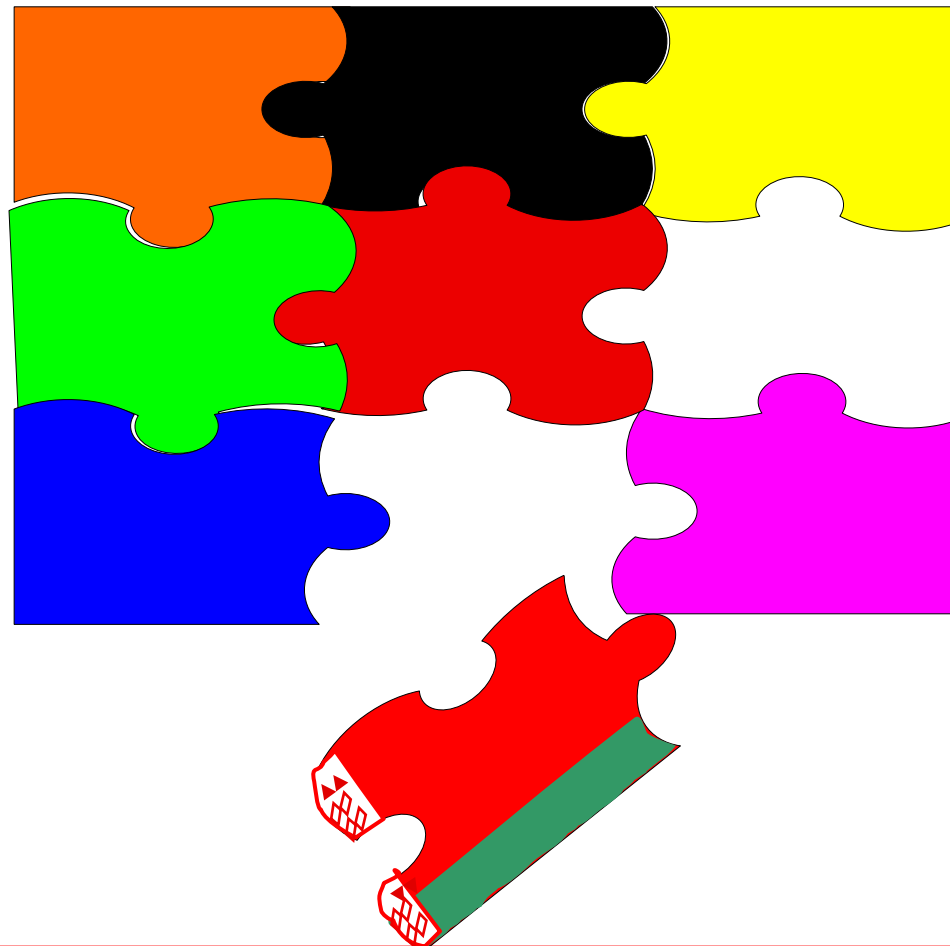
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CONSORTIUM BUILDING



You are only part of the puzzle



Finding partners

Action:

Inform the NCP
in Belarus



Register at
www.injoyandtrain.net



Result:

NCP in Belarus
Matches you to new
partner

Belarus NCP
contacts EU NCPs



Potential partners
contact NCP in Belarus



EU NCPs will look
For partners

Matchmaking

- Why are you excellent for an EU partner:
- ~~➤ Example: I am excellent in Biotechnology, I am looking to work in the area of Food Safety.~~

Matchmaking

- Why are you excellent for an EU partner:
- Example: “I am looking for a consortium on Topic 2-1-2-03 ‘Genomics for cereal improvement’ for the coming deadline of March 2007. We have excellent knowledge of genetic markers in wheat. We hope to develop specific knowledge applicable in NIS-countries.



What is your role in the project

- ~~➤ Coordinator~~
- Work Package Leader
- Task Leader
- Partner
- Advisor

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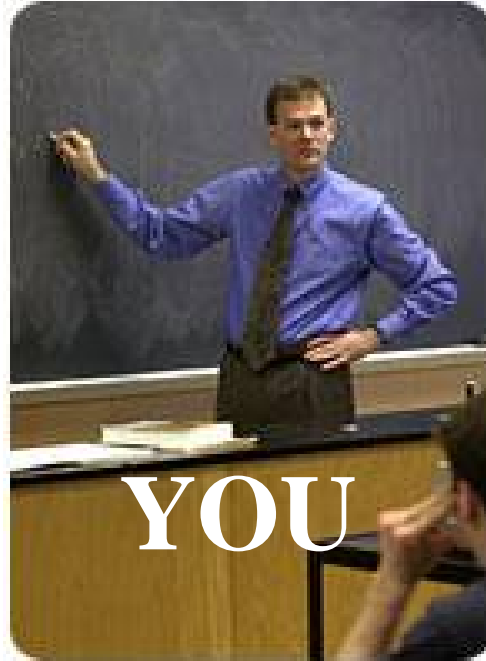
Your ORGANISATION is PARTNER



Legal Dept.



Administration



YOU



Your Boss



Your Staff



To Remember

- Finding the right partners
- What can you offer ?
- Working in EU project means EU rules
- Inform your organisation



Proposal Writing



Writing Plan

- Overall Proposal -> Coordinator
- Work Packages -> WP Leaders
- Management -> Coordinator Administration
- Budget -> Coordinator Administration
- Exploitation -> Commercial partners
- INCO added value -> INCO partners



The Proposal

- Objectives & Deliverables
- Relevance & Impact
- Workplan
- Organisation, Management & Finance



Objectives & Deliverables

➤ Objectives

–Clear Objectives

–Measurable
Objectives

–Between 3 to 5
Objectives

➤ Deliverables

–Clear Deliverables

–Measurable
Deliverables

–Linked to the
Objectives

Relevance & Impact

➤ Relevance

- Why does the project address the topic
- Why does the project benefit the consumer
- Why does the project benefit the economy

➤ Impact

- Turn theory into practice
- Inform the relevant stakeholders
- Create knowledge with market value

Workplan

- Divide Work in Work Packages with a clear goals
- Different activities: Management, Research, Development, Dissemination
- Describe clearly WHAT you will do to achieve YOUR goals.

- Clear rights & responsibilities for each partner
- Clear management structure
- Clear financial plan: Budget + Cofinancing



Submitting the Proposal



Submitting the Proposal

- Use the correct forms
- Use the Electronic Proposal Submission System (EPSS)
- **RESPECT THE DEADLINE (17:00 BRUSSELS TIME) !!**



Selecting and Evaluating



Evaluation Commission

- Individual, Independent Expert
 - No interference of third parties
 - Extremely Scrutinous
 - Fixed set of evaluation criteria
-
- **ONLY THE VERY BEST PROPOSAL WINS**

Evaluators

- Evaluators are human too
- 4 to hours reading for a single proposal
- Experts in the field, not experts on your topic
- Native language does not have to be English
- **Be precise, Be Clear, Be brief**

Contract Negotiations





One project: Two contracts

- One contract with the European Commission
 - Start and end-date of the project
 - Finances
 - Description of Work
 - Audit Certificates

- One Consortium Agreement with each other
 - House rules
 - Decision making proces
 - Distribution of finances
 - Reporting rules
 - In case of an arguement

Contract Negotiation

- Negotiation is the Project Coordinator
- Project Budget (none negotiable)
- Clarification of the Workplan

In negotiation...

- Provide a lot of additional information
- Work out the Consortium Agreement together
- Sign CPF forms, Sign Consortium Agreement, Sign Contract
- **STICK TO DEADLINES !**

Project Start





Project Start

