

Training programme: Writing a successful Horizon Europe project



Objective

Deepening the skills to set-up H2020/HE projects

Target group

Researchers, Professors, EU project managers

Duration

1,5 days

Day 1

09h30-09h45 : Introduction

- **Live quiz** – 10 to 15 questions on H2020 / Horizon Europe to assess the trainees' prior knowledge

09h45-11h30 : Workshop 1 – General rules

- Introduction : **The structure of H2020 & the forthcoming Horizon Europe programme** (15 mn)
- The **level of involvement** in a project and **partners** (15 mn)
- Analysing an **EU call** for proposals (15 mn)
- Evaluation **criteria** and the evaluation **process** (15 mn)
- Accompanying a project coordinator: **Tools** and **Good Practices** (15 mn)
- Practical exercise 1: Identifying opportunities in Horizon Europe (15 mn)

11h-11h15
Coffee
Break

11h30-12h30 : Workshop 2 - Writing the technical parts

- Support for the **Excellence section** (20 mn)
- Coordination of partners on the **work plan** and **work packages** (20 mn)
- Practical Exercise 2: Defining TRLs, deliverables and milestones (20 mn)

12h30-14h
Lunch
Break

14h00-17h00 : Workshop 3 : Writing the non-technical parts

- Defining a **project's impacts** (25 mn)
- Writing the section on **communication and dissemination of results** (30 mn)
- **Open science** in Horizon Europe (20 mn)
- Practical exercise 3: Defining the dissemination/communication targets and channels for a project (30 mn)
- Defining **governance** and drafting the **Implementation section** (30 mn)
- Practical exercise 4: Defining a governance structure (30 mn)

15h30 –
15h45
Coffee
Break

09h30-12h30 : Workshop 4 - Administrative and financial aspects

- Setting up a **budget** (45 mn)
- Practical exercise 5: Building a budget (20 mn)
- The **Partners' description**, the **Ethics** and **Safety** section and **annexes** (20 mn)
- Submitting your proposal on the **participants' portal** (20 mn)
- Practical Exercise 6: Creating your proposal online (15 mn)
- The **next steps**: negotiations, kick-off meeting, management, reporting... (15 mn)
- Final **tips and best practices** on your proposal submission (15 mn)
- Q&A session, feedback on the training (15 mn)

10h45-11h
Coffee
Break

End of
training

Our expert consultants for your Horizon Europe training



Lucie GUILLOTEAU
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Our references in training on EU programmes



Euronovia : Our key figures

Over **40 projects** supported each year, with an **excellent success rate** :

- **Horizon 2020 collaborative projects**: 40%.
- **Individual projects** (ERC, SME Instrument/EIC): 25%.

Contact us

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Euronovia is registered as a continuing vocational training organisation (n° 11 75 52802 75) and Datadock referenced.

