

## Proposal Writing

8:30 - 9:00	<b>Welcome</b>
9:00 - 9:15	<b>Opening</b>
9:15 - 10:30	<b>Work programmes in Horizon 2020</b> We will look closely at the set-up of the work programmes and together analyse a call text (we can target at specific calls, interesting for your organization/sector). We will look inside-out: from idea to call text and outside-in: from impact and evaluation to your proposal.
10:30 - 10:45	<b>Coffee break</b>
10:45 - 12:00	<b>Well begun is half done</b> We will follow the structure of a H2020 proposal, section B1 Scientific Excellence is where it all starts: how to transform an idea into a project? We will discuss how to select your partners, a working plan to write your proposal and how to sell your idea from scratch on.
12:00 - 13:00	<b>Lunch</b>
13:00 - 14:00	<b>Impact and Dissemination</b> Your project needs to create impact on many levels. But what is impact? We will discuss how to write your impact section measurable, reasonable and understandable. Learning how to disseminate your project results and discuss exploitation.
14:00 - 14:30	<b>Real-time output</b> We want the group to brainstorm in order to identify impact and dissemination opportunities, exploitable results?
14:30 - 15:00	<b>Consortium Agreement</b> We will discuss the DESCA template and how to make use of this. When will you start working on your consortium agreement and who to involve?
15:00 - 15:15	<b>Coffee break</b>
15:15 - 16:00	<b>Implementation</b> A short introduction to project implementation and the coordinator's role. We will talk through how you can incorporate project management in your proposal, so it will make your life a bit easier on the go. Together we will look at risk management and how to demonstrate your ability to deliver your project on time.
16:00 - 16:45	<b>Research Support</b> During this session, we will outline what is needed to support the researchers in your institute, we look at soft skills and available tools to set-up a working plan that works within your setting.
16:45 - 17:00	<b>Final Q&amp;A and closing remarks</b>
17:00	<b>End of day</b>

Registration fee: € 850,- excluding VAT. This price includes training materials, coffee breaks and lunch at the venue and a certificate. All participants will receive an extensive guide with information on the training topics.

MeSo Academy gives a 15% discount for members of EARMA.