

Agenda

FP7 Energy Training

15-16 May 2013

Zagreb (Croatia)

Open to New NCPs & Researchers especially from the Balkan Region:

Croatia, Montenegro, Serbia, The former Yugoslav Republic of Macedonia, Turkey

15 May 2013

08:45 – 09:45	Registration
09:00 - 09:15	Welcome and introduction of participants Alan Keckes, NCP Energy Croatia
09:15 – 10:15	Introduction to Framework Programme Project Development - How to start? Is the Call for me? How to read the Work Programme. Examples from WPs. Practical exercise Maria Habicht, Energy NCP, Estonian Research Council
10:15 – 11:15	Project consortium: a) coordinator or partner - which role to choose? b) geography and competences of partners, connections with the topic and requirements of the Call. c) Partner search. Examples and exercise Maria Habicht, Energy NCP, Estonian Research Council
11:15 – 11:30	Coffee Break
11:30 – 11:45	Call Analysis Techniques Piotr Swiatek, NCP Energy Germany, FZJ/PTJ
11:45 – 12:30	Preparing the application: a) Mobilizing the team b) Managing the preparation c) Participant portal d) Exercise on personnel cost calculation Oskar Otsus, Financial and legal NCP, Estonian Research Council
12:30 – 13:30	Lunch Break
13:30 – 14:30	Evaluation of proposals. Evaluation summary report. Practical exercise Maria Habicht, Energy NCP, Estonian Research Council
14:20 – 15:20	Negotiations: who participates, roles of negotiating parties, what can be

	changed, what documents and forms have to be filled Maria Habicht, Energy NCP, Estonian Research Council
15:20 – 15:35	Coffee Break
15:35– 16:20	Fuel Cells and Hydrogen Joint Undertaking Piotr Swiatek, NCP Energy Germany, FZJ/PTJ
16:20 – 16:50	Undertaking Combining Framework Cooperation funding with Infrastructure and Cohesion funding Piotr Swiatek, NCP Energy Germany, FZJ/PTJ
16:50 – 17:30	Questions & Answers Closure and time for further discussions Alan Keckes, NCP Energy Croatia

16 May 2013

08:45 – 09.45	Registration
09:00 – 10:45	FP7 funding (Funding schemes, funding rates, Eligible vs. ineligible costs and overheads ,etc), practical exercise Oskar Otsus, Financial and legal NCP, Estonian Research Council
10:45 – 11:00	Coffee Break
11:15 – 12:30	Financial reporting (Payment modalities, Cost recording and receipts, third parties, Certification, Guarantee fund and recoveries), practical exercise Oskar Otsus, Financial and legal NCP, Estonian Research Council
12:30 – 13:30	Lunch
13:30 – 14:15	Most frequently recurring errors in cost claims Oskar Otsus, Financial and legal NCP, Estonian Research Council
14:15 – 15:15	Impact, dissemination and exploitation. Practical exercise. Maria Habicht, Energy NCP, Estonian Research Council
15:15 – 15:45	Intellectual property Maria Habicht, Energy NCP, Estonian Research Council
15:45 – 16:30	Questions & Answers Open discussion and closure Alan Keckes, NCP Energy Croatia Piotr Swiatek, NCP Energy Germany, FZJ/PTJ