

**1 Editorial , NIS-NEST workshops in NIS: How to participate in FP7?**

The NIS-NEST project aims to inform and assist potential partners from the Eastern European countries in FP7, its objectives, rules and mechanisms for participation, and support them in proposal preparation and partner identification. After the organisation of four FP7 information days in the Russian Federation (St-Petersburg & Moscow), Ukraine (Kiev) and the Republic of Moldova (Chisinau), an FP7 workshop will be organised in the premises of each NIS partner in October 2007. Each one will be tailored to meet the needs of the researchers and research organisations having participated in the call for proposals under FP7 and to provide advices and support in the preparation of new proposals. Participants to these workshops will be selected mainly on the basis of their idea, their previous experience in participation in Framework Programmes etc. The draft agenda will be shortly available in the NIS-NEST website (http://www.nisnest.gr/html_pages/evens.htm).

Please express your interest for participation by contacting the NIS-NEST partner in your country:

http://www.nisnest.gr/html_pages/consortium.htm

2 The NIS-NEST project news

The Annual meeting of the "NIS-NEST" project took place in Brussels, on 14 and 15 June 2007. By Maria Samara

On 14 and 15 June 2007, the Annual Meeting of the NIS-NEST project was held in the premises of the Permanent Representation of Greece to the EU in Brussels. In the Meeting participated representatives from all partners as well as Ms Pilar Lopez, the Scientific Officer of the NIS-NEST project. A journalist from CORDIS News interviewed representatives from partner countries. You can find the relevant interview in the following link:

<http://cordis.europa.eu/fetch?>

[CALLER=EN_NEWS&ACTION=D&SESSION=&RCN=27866](http://cordis.europa.eu/fetch?CALLER=EN_NEWS&ACTION=D&SESSION=&RCN=27866)

Officials from the European Commission delivered presentations about the Specific Programme Ideas, the Information and Communication Technology Programme and the Research Infrastructures Programme respectively.



Photos from the Annual Meeting



2 The NIS-NEST project news (cont.)

Find FP7 project partners from Eastern European countries in the NIS-NEST database. By Maria Samara

The NIS-NEST database aims at listing organisations/research groups and researchers from the Russian Federation, Ukraine, Belarus, the Republic of Moldova and other Eastern European countries interested in becoming involved in FP7 projects. The NIS-NEST database is currently available in the NIS-NEST website

(<http://researchers.nisnest.gr/users/signup>)

and contains the profiles of more than 300 researchers and 80 organisations. Through the database you will be able to:

- Enter/ update your profile as a researcher or research group/organisation and/or
- Find research organisations and researchers with specific competencies from the abovementioned countries.

Registering helps promoting your capacities and initiating cooperation with other EU researchers and organisations in order to formulate consortia and jointly participate in FP7 research areas. All information about registered researchers and/or organisations is available to the visitors of the database, except from the email address of registered researchers, which is not displayed for reasons of data protection.

3 How to prepare a winning proposal for FP7 by Paul Jamet (part 3)

« Preparing, writing and submitting a proposal for FP7 »

Part 3 : Preparing, writing and submitting a proposal for FP7

Part 3a: Working closely with the coordinator from preparation till submission.

Part 3b : « *Writing and submitting an EU research proposal* »

The previous paper was entitled "All you need to prepare a proposal". The objective of this fourth paper is to give advices to participants from NIS countries and to invite them to participate actively in the preparation of a proposal for FP7. Firstly, the main advice is **to work closely with the coordinator**. Be proactive and don't wait the coordinator asks contribution from you. Show him you know how to prepare a successful proposal and you are able to play a key role.

➤ A European project is a joint project from partners established in different countries, *i.e.* with different cultures.

1 - Be active and participate to the:

- **design of the proposal** and negotiate your role (participant, task leader, workpackage leader), then estimate your costs; never accept an amount of money without knowing to which activities it corresponds;
- **writing phase of the proposal**; follow step by step the writing process, especially the part(s) concerning your activities;
- **rereading of the proposal** before it will be submitted by the coordinator.

➤ The final project must be endorsed by all partners.



3 How to prepare a winning proposal for FP7 (part 3, cont.)

2 - Preparing the proposal:

The partners need to meet up (at least one time) to take key decisions to **design the project**, to **divide up the work** then to **estimate the costs**. All the partners have to be clear about their role and their responsibilities.

To be eligible, a proposal must contain **two parts** (see details in annex 1):

- the **administrative forms** (Part A); this part is prepared online by the coordinator connected to the EPSS (Electronic Proposal Submission System, an online submission tool available on CORDIS web site).
- the **content** (Part B) which can only be submitted in PDF format (portable document format). Compressed files will be excluded.

3 – What makes a good proposal?

Expert-evaluators are looking for **relevance, clear objectives, scientific excellence, European dimension**, strategy for exploitation and dissemination of results, costs and budget breakdown, competence and effectiveness of the consortium.

The Commission lays great emphasis on the quality of management. So, a well-designed proposal must set out definitively:

- what each member of the consortium will do (no overlapping).
- how they will work together effectively (what about the communication plan?). how the various work packages relate to each other (Add a GANTT chart).
- that the consortium has the skills and each activity has been properly resourced.

Deliverables and milestones must be clearly identified in each work-packages.

➤ Remember, the four constraints of a project: achieving specific **results** within a **time limit**, within a **budget** & managing **risks**.

4 - Write the proposal:

More time than initially envisaged must be allowed to this part of the preparation of the proposal. First of all, read carefully the Guide for Applicants (one per call and funding scheme), then read it again. Keep in mind what makes a good proposal (Cf. NIS-NEST Newsletter N° **1**) and which evaluation criteria will be used (Cf. NIS-NEST Newsletter N° **2**).

All participants have to work closely with the coordinator and to send to him/her their contribution in due time.



3 How to prepare a winning proposal for FP7 (part 3, cont.)

In a good proposal the essential facts must be readily extractable. A well written summary will allow evaluators to grasp the main points easily.

- Several **Writing resources** are available on the web, such as:
 - OWL™ – Purdue University's Online Writing Lab:
<http://owl.english.purdue.edu/oldindex.html>
 - The Art of Writing Proposals: Some Candid Suggestions for Applicants to Social Science Research Council Competitions:
http://fellowships.ssrc.org/art_of_writing_proposals/
 - Proposal writer's guide (University of Michigan):
<http://www.research.umich.edu/proposals/PWG/pwgcontents.html>
- **Reread carefully the proposal** and use a spell checker. Ask a third party to reread and assess the proposal.

Submission:

Under FP7, **electronic submission is mandatory** and **deadlines are firmed** and non-negotiable. The coordinator is responsible to submit the proposal in due time. Plan the work to submit one or two days before the deadline. EPSS allows to submit updated versions many times.

To summarize - How do you begin?

1. **You have an idea** or vision for a research project. Seek out other partners or participants (in Member states or in Associated states) who share your vision and with whom you can cooperate.
2. **Consult the rules for FP7:** rules for participation, evaluation process and read key documents such as Work programme and Guide for applicants.
3. **Participate actively to the preparation** of the proposal: follow all the steps towards the electronic submission by the coordinator.
4. At the end of the **evaluation process** (*i.e.* two and three months after the deadline), the Commission will notify to the coordinator the evaluation results. If they are positive, you will enter a negotiation phase.
5. Remember you can also **apply to become an evaluator yourself**.

- Register as independent experts for FP7:
<https://cordis.europa.eu/emmf7/>

Good luck.

Coming up in the next issue, **Part 4:** « *New terminology in FP7, Glossary, Etc.* ».

NB: readers, especially those who have a valuable experience as experts-evaluators under FP6, are invited to send contributions, testimonies or for instance answers to the following question: « *While reading an EU research proposal, what an expert-evaluator looks first?* ». Answers will be analysed and the synthesis published in this Newsletter. Please, write to paul.jamet@jouy.inra.fr



4 How to prepare a winning proposal for FP7 by Paul Jamet (cont.)

Annex 1: Structure of a proposal

Part A: In Part A you will be asked for certain administrative details that will be used in the evaluation and further processing of your proposal.

Part A forms an integral part of your proposal. Section A1 gives a snapshot of your proposal, section A2 concerns you and your organisation, while section A3 deals with money matters :

- Section **A1**: Summary
- Section **A2**: Participants (a form per participant)
- Section **A3**: Budget

Remember: The coordinator fills in the section A1 and section A3. The participants (including the coordinator) each fill in section A2.

Part B: Scientific work and project management

Section 1: Scientific and/or technical quality, relevant to the topics addressed by the call

- 1.1 Concept and objectives
- 1.2 Progress beyond the state of the art
- 1.3 S/T methodology and associated work plan

Section 2: Implementation

- 2.1 Management structure and procedures
- 2.2 Individual participants
- 2.3 Consortium as a whole:
 - i) Subcontracting:
 - ii) Other countries: If a one or more of the participants requesting EU funding is based in countries that are not Member States, candidate or associated countries
- 2.4 Resources to be committed

Section 3: Impact

- 3.1 Expected impacts listed in the work programme
- 3.2 Dissemination and/or exploitation of project results, and management of intellectual property

Section 4: Ethical Issues



5 Documents and links



The ERA Green paper: How to relaunch the debate.

Why and how to participate to the on-line consultation?

From the Lisbon European Council in 2000, ERA, the European Research Area, has become a key reference for research policy in Europe. The ERA concept combines:

- a European «internal market» for research, where researchers, technology and knowledge freely circulate
- circulate;
- effective European-level coordination of national and regional research activities, programmes and policies; initiatives implemented and funded at European level.

In order to renew the Lisbon Strategy, the Green paper published by the Commission on April 4th, 2007 (COM[2007] 161) and to overcome the fragmentation and to meet expectations, six further features are proposed in the Green paper:

- An adequate flow of competent researchers,
- World-class research infrastructures,
- Excellent research institutions,
- Effective knowledge-sharing,
- Well-coordinated research programmes and priorities,

A wide opening of the European Research Area to the world.

The Commission is expecting feedback and proposals. The scientific community and all stakeholders are invited to participate to the online consultation (deadline 31-08-2007) or to send their position paper to the European Commission (before end of September).

- **More details and access to the online consultation** on the future of the European Research Area (ERA) at the following URL:

http://ec.europa.eu/research/era/index_en.html

Download the brochure:

http://ec.europa.eu/research/era/pdf/era-greenpaper_en.pdf



5 Documents and links (cont.)

RUSERA- EXE: Expanding ERA over Russia

Strategic partnerships between Russian and EU researchers and long lasting collaborations for mutual scientific benefits are supported by the RUSERA- EXE, a project co-financed by the 6th Framework Programme (International Cooperation specific Programme) and coordinated by the Association for Engineering Education of Russia. The project runs from 2006 to 2008 and the partners are the Austrian Research Promotion Agency (FFG) and the Greek National Documentation Centre (EKT/ NHRF).

The project is based on the Regional Information Nodes (RINs) that have been established under the RUSERA project (2002-2004) and, more specifically, on the five most promising and advanced ones (Tomsk, Krasnoyarsk, St.Petersburg, Uljanovsk, Ulan-Ude). RUSERA-EXE is expected to foster collaboration between Russian and EU research organisations for joint publications, preparation of project proposals, establishment of SMEs, organisation of workshops/seminars, joint patents, licensees, author's certificates, etc. The advisory and practical skills of Russian RINs – FP multipliers will improve and the research potential of Russian regions will be promoted among the EU Member States scientific community. The main activities concern networking, training, promotion and awareness activities, working visits, evaluation of research systems and analysis of S/T cooperation, etc.

For more information please visit:
<http://www.rusera-exe.ru/>




European Neighbourhood Policy

http://ec.europa.eu/world/enp/index_en.htm

Frequently asked questions (FAQ)

http://ec.europa.eu/world/enp/faq_en.htm

What is the European Neighbourhood Policy ?

http://ec.europa.eu/world/enp/policy_en.htm

Developed from 2004, The European Neighbourhood Policy (ENP) avoids the emergence of new dividing lines between the enlarged EU and our neighbours and instead strengthens the prosperity, stability and security. ENP offers a deeper political relationship and economic integration.



5 Documents and links (cont.)

 <p>Belarus http://ec.europa.eu/world/enp/partners/enp_belarus_en.htm</p>	<p>The European Commission Delegation: http://www.delblr.cec.eu.int/</p> <p>COUNTRY STRATEGY PAPER 2007-2013 http://ec.europa.eu/world/enp/pdf/country/enpi_csp_nip_belarus_en.pdf</p>
 <p>Moldova http://ec.europa.eu/world/enp/partners/enp_moldova_en.htm</p>	<p>The European Commission Delegation: http://www.delmda.cec.eu.int/</p> <p>Action plan - § Research, development and innovation (Page 41): http://ec.europa.eu/world/enp/pdf/action_plans/moldova_enp_ap_final_en.pdf</p>
 <p>Ukraine http://ec.europa.eu/world/enp/partners/enp_ukraine_en.htm</p>	<p>The European Commission Delegation: http://www.delukr.cec.eu.int/</p> <p>Action plan - § Science and technology, research and development (Page 38): http://ec.europa.eu/world/enp/pdf/action_plans/ukraine_enp_ap_final_en.pdf</p>
<p><i>NB:</i> Russia is not included in the European Neighbourhood Policy. The relationship with Russia takes the form of a Strategic Partnership. With the end of the TACIS programme, the Strategic Partnership with Russia will also be funded from the ENP funding instrument. See "REGULATION (EC) No 1638/2006 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 24 October 2006 laying down general provisions establishing a European Neighbourhood and Partnership Instrument": http://ec.europa.eu/world/enp/pdf/oj_l310_en.pdf</p>	



5 Documents and links (cont.)

EU-Russia Cooperation - Priorities for Science and Technology 2007-2013
International Conference - Moscow, 22.02.07



Russian Federation

<http://www.delrus.cec.eu.int/en/index.htm>

Areas of cooperation: Science & Technology:
http://www.delrus.cec.eu.int/en/p_227.htm

The International Conference “EU-Russia Co-operation: **Priorities for Science and Technology 2007–2013**” (Moscow, 22-02-2007) was organised jointly by the Ministry of Education & Science of the Russian Federation and the European Commission with the support of the German Presidency of the EU and the participation of the Russian State University – Higher School of Economics.

More information:
http://www.delrus.ec.europa.eu/en/p_537.htm

Full list of presentations:
http://www.hse.ru/temp/2007/02_22_konf2.shtml

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