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**HORIZON 2020 WEEK IN BELARUS 2018**

**TRAINING FOR NCPs**

**February 22, 2018**

**‘BELARUS’ Hotel (Small Conference Room, Ground Floor)**

**15 Storozhevskaja str., Minsk, Belarus**

**AGENDA**

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| 9:00 - 9:30 | Registration |
| 9:30 - 9:45 | ***IncoNet EaP Plus Introduction***  *Olga Meerovskaya, BelISA*  ***Tour de table*** |
| 9:45 - 11:00 | ***Session 1: Financial and Legal Aspects***   * Budgeting and Financial Reporting * Funding Schemes and Payment Modalities * Grant Agreement and Contractualisation of a project * Follow up on Consortium Agreement in Horizon 2020 * Intellectual Property Rights in Horizon 2020   ***Trainer: Tamara-Katharina Mitiska, FFG, Austria*** |
| 11:00 - 11:15 | *Coffee break* |
| 11:15 - 13:00 | ***Session 2: RIA / IA proposal development skills***   * Condition for participation, eligibility rules and TRL * Types of funded actions for RIA or IA * Evaluation process (one or two steps) * Implementation of Part B: review of sections 1-3 contents with tips*, dos and don’ts* of proposal writing   ***Group working***   * Evaluation of a RIA/IA real proposal – dividing into small working groups   ***Trainer: Katia Insogna, Innovative Technology & Science Ltd., UK*** |
| 13:00 - 14:00 | *Lunch break* |
| 14:00 - 16:00 | ***Session 3: RIA / IA proposal development skills – group working session (Cont.)***   * Evaluation of a RIA/IA proposal – dividing into small working groups * Presentation of the outcomes of each working group (Rapporteur) * Open discussion with assessment of the real ESR   ***Trainer: Katia Insogna, Innovative Technology & Science Ltd., UK*** |
| 16:00 – 16:15 | *Coffee break* |
| 16:15 - 17:00 | ***Session 4: H2020 Programme Promotion & Engagement***   * How to motivate organisations to apply * How to generate more proposals * Tips for advertising and promoting H2020 for business and, in particular, for SMEs * How to partner search/consortium formation effectively   ***Trainer: Tamara-Katharina Mitiska, FFG, Austria*** |
|  | ***Wrap-up and closure***  *Olga Meerovskaya & All* |