

Ready for 2025 and beyond:

Writing winning **Horizon Europe** proposals after 4 years of the programme.

PNO EU Academy

Hybrid (Barcelona, Spain/Online)

December 2024, 04th-05th

AGENDA DAY 1

Introduction to Horizon Europe and Sections 1 and 3

9:00 AM – 9:15 AM: Welcome and Introduction

- Key objectives of the training
- Participant introductions and expectations

9:15 AM – 9:45 AM: Horizon Europe Structure and Priorities

- Overview of Horizon Europe programme
- Pillars, clusters, and missions of Horizon Europe
- Identifying relevant calls and work programmes
- Breakdown of the proposal template: Excellence, Impact, and Implementation
- Funding strategy: Horizon Europe in the landscape of public funding opportunities

9:45 AM – 10:45 AM: Writing the Excellence Section

- Defining the project's objectives and innovation aspects
- Aligning with EU policy priorities and challenges

10:45 AM – 11:00 AM: Coffee Break

11:00 AM – 12:30 PM: Writing the Excellence Section (cont.)

- Methodology and demonstration
- Horizontal aspects of section 1 (SSH, multi-disciplinarity and data management).
- What evaluators expect to see in Section 1

12:30 PM – 13:00 PM: Consortium Building and Partner Roles

- Selecting and engaging the right partners to maximise the strength of our idea
- Demonstrating added value and complementarity – Links to Section 3

1:00 PM – 2:00 PM: Lunch Break

2:00 PM – 3:00 PM: Writing the Implementation Section

- Structuring work packages, milestones, and deliverables
- Budgeting and resource allocation: Eligible costs and lump sum funding
- Practical exercise: Drafting a work package description

3:00 PM – 4:00 PM: Practical Exercise: From the objectives to the implementation section

AGENDA DAY 2

From the idea to the long-term impacts and sustainability

9:00 AM – 9:30 AM: Recap of Day 1 and Q&A

- Quick review of key lessons from Day 1
- Open floor for questions and clarifications

9:30 AM – 10:45 AM: Writing the Impact Section

- Detailing project impact pathways and measures
- Analysing the context
- Key performance indicators (KPIs) and tools
- Monitoring and evaluation of project impact

10:45 AM – 11:00 AM: Coffee Break

11:00 AM – 13:00 PM: Finalizing the Impact Section: Measures to maximise the impact

- Developing Key Exploitable Results (KERs)
- Creating a communication, dissemination and exploitation plan
- Communication strategies and outreach to target audiences
- Exploitation plan vs Business model vs Business case vs Business plans

1:00 PM – 2:00 PM: Lunch Break

2:00 PM – 2:30 PM: Finalising the proposal, Common Mistakes and How to Avoid Them

- Final checklist before submission
- Lessons learned from past Horizon Europe proposals
- A checklist of common mistakes in proposal writing
- Evaluators' feedback and what to focus on

2:30 PM – 3:30 PM: Practical Exercise: From the objectives to the implementation section

3:30 PM – 4:00 PM: Wrap-up and Q&A