



Aktivity pro  
výzkumné  
organizace



# ACTION PLAN

## How to prepare an international project



The documentaion of The Technology Centre of the Czech Academia of Science in the Czech Republic clearly shows that the evaluators (especially program H2020) emphasize mainly **detailed preparation of SWOT analysis, information on the transferability of results, the quality of long-term strategic measures, care of created innovations, international overview of the competition in the area, lack of quantified impact (on industry, economic development, academy, sustainable development), good development of the work packages and coherence with the goal of the project.**

## Supporting team of experts

In other words - the project preparation requires capital resources – you will need to build a team of experts to prepare a solid project proposal, which should include at least:

- + **Expert of the selected topic** (bioenergy, agriculture, waste water treatment etc.)
- + **Financial Manager** – you will need to estimate budget and cost breakdown
- + **Programme Expert and Team Leader** – one team member shall be experienced in the chosen programme (H2020, Interreg CENTRAL etc.), there are a considerable amount of programme materials to be studied and inspected, this person should also coordinate the project preparation and he or she is responsible for successful project preparation, she will set tasks for the other team members
- + **Assistant** – who will be responsible for providing administrative documents (balance sheets, contracts), search information, provide a to-do list and check deadlines

The expert team will therefore systematically provide these activities:

- + actively seek opportunities for the involvement in international projects, through
- + contiunuous monitoring of calls' timetables and monitoring of announced calls of (inter)national research programmes
- + search for suitable partner organizations primarily coordinators of international projects (within the partner search international programs)
- + from the experience with involvement in international research we know how important an appropriate form of presentation of research partners is - especially the advantage of their involvement in the consortium, specific knowledge or networks– **you should prepare a presentation dedicated to various topics that you are interested in – transport, economy, energy, it will save you a lot of time when communicating with the coordinator!**
- + processing of documents for application, where you might need:
  - to provide thematic comparative analysis,
  - analysis of the benefits of the project's added value and impact quantification

International projects preparation requires coordination meetings with the secretariats of programs (eg. Secretary of INTERREG - EUROPE in Lille, INTERREG - Danube in Budapest, Horizon in Brussel) if you are the Lead Partner or meetings with a project lead partner if you are just a project partner.

# National funding for international project preparation



## THE CZECH REPUBLIC

### Programme INTER-EXCELLENCE

The program focuses on supporting the initiation and further development of international cooperation in research and development and integration of the Czech Republic into the European and global research structures. The program conveys cooperation of Czech institutions in projects of European cooperation and bilateral cooperation with countries outside the European Union and will create conditions for Czech research teams to publish international results, knowledge and skills, and enable them to participate in their creation and usage.

#### Duration and sub-program

The program is proposed for the years 2016 - 2024 for projects with a maximum duration of five years, whereas the following sub-programs were identified:

#### INTER-A(CTION)

promotion of the cooperation of Czech research institutions and their partner institutions in countries where an existing agreement is in place / document of a bilateral intergovernmental or interagency nature for research and development activities.

#### INTER-C(OST)

promotion of involvement of Czech research teams in European multilateral cooperation COST in basic or applied research in the form of new activities (ie. topics levied to support the COST competent authorities), proposed by Czech scientific teams, or their connection to the activities (thematic areas ) which has been proposed by other research teams.

#### INTER-T(RANSFER)

support for the participation of Czech scientists in international research and development projects, by promoting their involvement in top international research teams located in research centers and / or projects of international organizations or governments abroad. In the case that direct membership is allowed or where

participation in the activities of organizations or governments with international status is not possible due to the existing membership of the Czech republic in the member countries and the fees being paid by the state in connection with this membership.

#### INTER-I(NFORM)

support for building and sustainability of information networks and services in research and development in order to increase the participation of Czech research institutions in international research and development programs

#### INTER-V(ECTOR)

strengthening of active representation of Czech researchers in the governing bodies of leading non-governmental organizations with an international character, which are engaged in research and development

#### INTER-E(UREKA)

support for international cooperation between industrial enterprises and research organizations, directly linked to the international program EUREKA

Only the INTER – E(UREKA) programme is supported in other V4 countries:



## THE SLOVAKIA REPUBLIC

<https://www.minedu.sk/eureka/>

<http://www.eurekanetwork.org/calls-for-projects>



## POLAND

<http://www.ncbr.gov.pl/en/programy-miedzynarodowe/eureka/>

<https://www.ewt.gov.pl/strony/o-programach/przeczytaj-o-programach/programy-europejskiej-wspolpracy-terytorialnej/>



## HUNGARY:

<http://www.eurekanetwork.org/countries/hungary>

Aktivity pro výzkumné organizace, o.p.s.

Novodvorská 994, 142 21 Praha 4

IČ: 123456, DIČ: CZ123456

[www.ops.AVO.cz](http://www.ops.AVO.cz)

This publication  
was supported  
by project  
Summer School  
of Energy  
supported by  
Visegrad Fund  
V4 21610027

[www.quentinos.eu](http://www.quentinos.eu)

