

Eurice – the European Research and Project Office GmbH

Corinna Hahn



Eurice - History

- European Research & Project Office GmbH
- spin-off company of Saarland University
- founded in 2000 to assist and consult scientists from academia and industry in the area of EU research, project management and dissemination of project outcomes
- portfolio of EU & other international funding programmes (FP7, CIP, EDCTP, TEMPUS, structural funds...)
- 40 staff members with different scientific and non-scientific backgrounds
- currently involved in ~80 running projects (35 coordinated)





Eurice - Location



27.06.2013

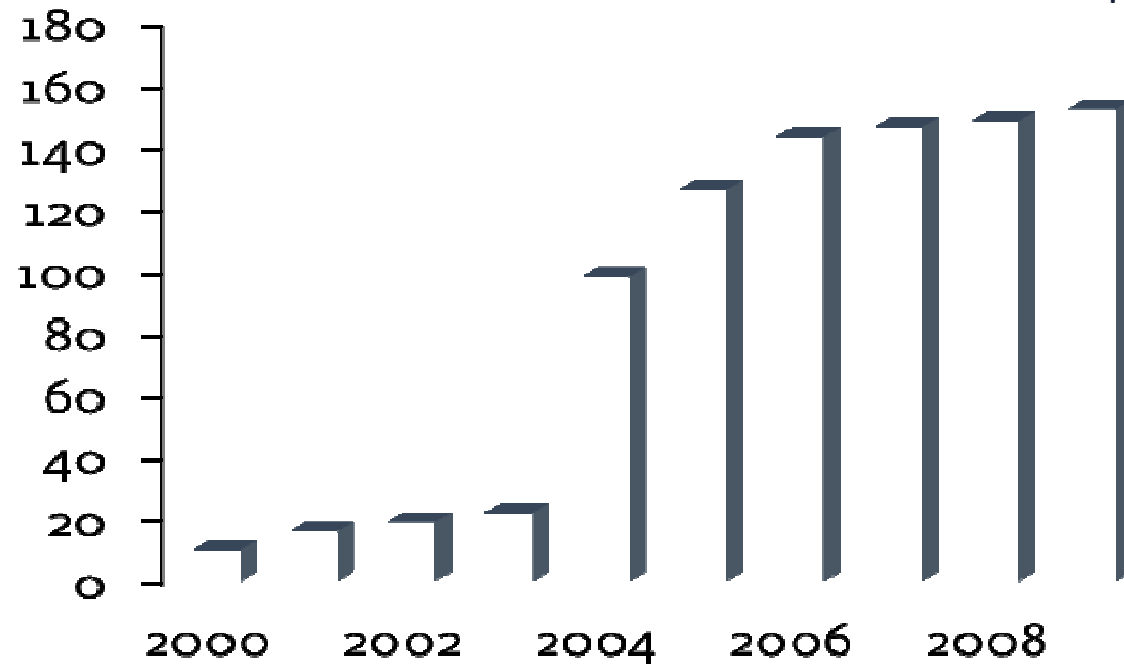




Eurice - Projects

Budgets of running EU projects (Mio. Euro)

current budgets of running projects ~ 160 mio



27 successful FP7 proposals
(success rate ~40%)





Eurice - Services

- 1 - Strategic Advice
- 2 - Support in the Proposal Phase
- 3 - Project Management
- 4 - Dissemination & IPR





Strategic Advice

- for individual scientists, research networks, or institutes
- long term preparation of calls
- communication & coordination with European Commission, national contact points and other stakeholders
- advise on alignment of research activities with funding trends & programmes
- identification of suitable funding opportunities
- tailored information on upcoming or current calls





Support in the Proposal Phase

- alignment of project idea with call text & project planning
- time planning, task lists, provision of templates, explanations and support
- coordination of proposal writing process, monitoring of progress, TC or meeting organisation
- draft writing for sections on management, dissemination, IPR, justification of resources
- graphics, tables
- administrative matters (EPSS registration, A-forms, validation check, proposal upload, final submission)





Project Management

- project monitoring & controlling
- contingency planning
- financial management
- contract management and advise on IPR issues
- communication (internal, external)
- project documentation
- meeting organisation
- project reporting





Dissemination & IPR

Dissemination

- Corporate Identity
- "traditional" dissemination
- Additional dissemination channels
- Events
- EC Communications-Office

IPR management

- Innovation and exploitation strategies





Organigramm

Thematic divisions

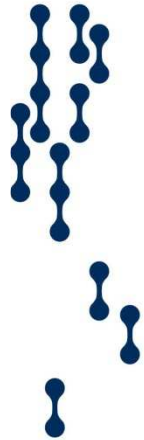
LifeSciences

ICT,
Aeronautics

Energy,
Environment

...





Organigramm

Thematic divisions

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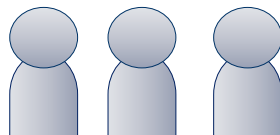
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Programme Manager

-

strategic advise, proposal planning & coordination, text writing; supervision of project support, trouble shooting



Project Officer

-

administrative proposal support; project support, administration & day-to-day management

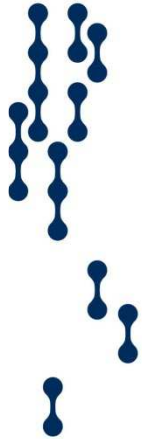




EURICE task in EUNETAIR

- Grant Holder
- Financial reporting:
 - To collect the individual re-imbusement forms
 - To verify and pay claims by the eligible selected participants attending meetings
 - To ensure that all documents are correctly filed and archived
 - To ensure that payments have been approved by the MC Chair
 - To produce financial reports using the standard reporting tool
 - To prepare a progress report on expenditures for the MC





Specific relevant expertise

- Handling travel cost claims within different EU programme parts and using different re-imbusement schemes:
 - FP7
 - TEMPUS: Flat rate system similar to that of COST actions
 - DAAD (national)
 - BMBF (national): Flat rate system similar to that of COST actions
- Extensive experience in the elaboration of reports following specific guidelines and using different web-based tools
- Extensive experience in the organisation of workshops , meetings and training events
- Own travel activities: EURICE staff have travelled 180 times only this year





Further Information

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