

**Focused Group Training:  
Legal and Financial Issues**

**Limak Ambassade Hotel, Ankara**

**9 & 10/11/2017**

**Agenda**

<b>DAY 1</b> <i>Aleksander Bakowski, Thies Wittig, Odysseas Spyroglou</i>	
9:00	Arrival of participants, welcome coffee
9:30	Participate in H2020: Support provided by the "Turkey in H2020" project.
9:45	HORIZON2020 - an overview - Understanding the structure and philosophy behind the programme: the new focus on Innovation - Turkey's participation in H2020
10:30	FUNDING SCHEMES - The different types of projects (instruments) - General Financing principles
11:00	<i>Coffee Break</i>
11:30	- Payment modalities - General reporting issues - Pre-financing and Interim payments, cash-flow gaps
12:30	<i>LUNCH</i>
13:30	CONSORTIUM BUILDING - Legal basis: Model Grant Agreement (GA) and Consortium Agreement (CA) - Management obligations of the coordinator and other beneficiaries deriving from GA and CA
15:00	Exercises
15:30	Questions and Answers
16:00	End of Day 1
<b>DAY 2</b> <i>Vangelis Argoudelis, PRAXI Network, Greece</i>	
9:00	Arrival of participants, welcome coffee
9:30	THE PROPOSAL PHASE - Registration and Validation of organisations - The Electronic Proposal Submission System (EPSS) - Administrative and financial data required
10:30	<i>Coffee Break</i>



11:00	<b>THE PROPOSAL PHASE</b> - How to address the budget-related elements at the proposal stage - Key points of proposal budget preparation
12:30	<i>LUNCH</i>
13:30	<b>THE IMPLEMENTATION PHASE</b> - Costs monitoring and categories (personnel, subcontracting, travel, equipment, goods and services, indirect) - Costs reporting
15:30	Exercises and Final Discussion
16:00	Final Discussions - Questions and Answers
16:30	End of Day 2