



This project is co-financed by the
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Bu proje Avrupa Birliđi ve Türkiye Cumhuriyeti tarafından
finans edilmektedir



TURKEYⁱⁿ
HORIZON 2020
COOPERATION. INNOVATION. COMPETITIVENESS

Technical Assistance for Turkey in Horizon 2020 Phase-II

EuropeAid/139098/IH/SER/TR

Developing a successful proposal for the Horizon WIDERA Teaming Call

Section 3 - Quality and efficiency of the implementation

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REPUBLIC OF TURKEY
MINISTRY OF INDUSTRY
AND TECHNOLOGY



COMPETITIVE
& COHESION
PROGRAMME



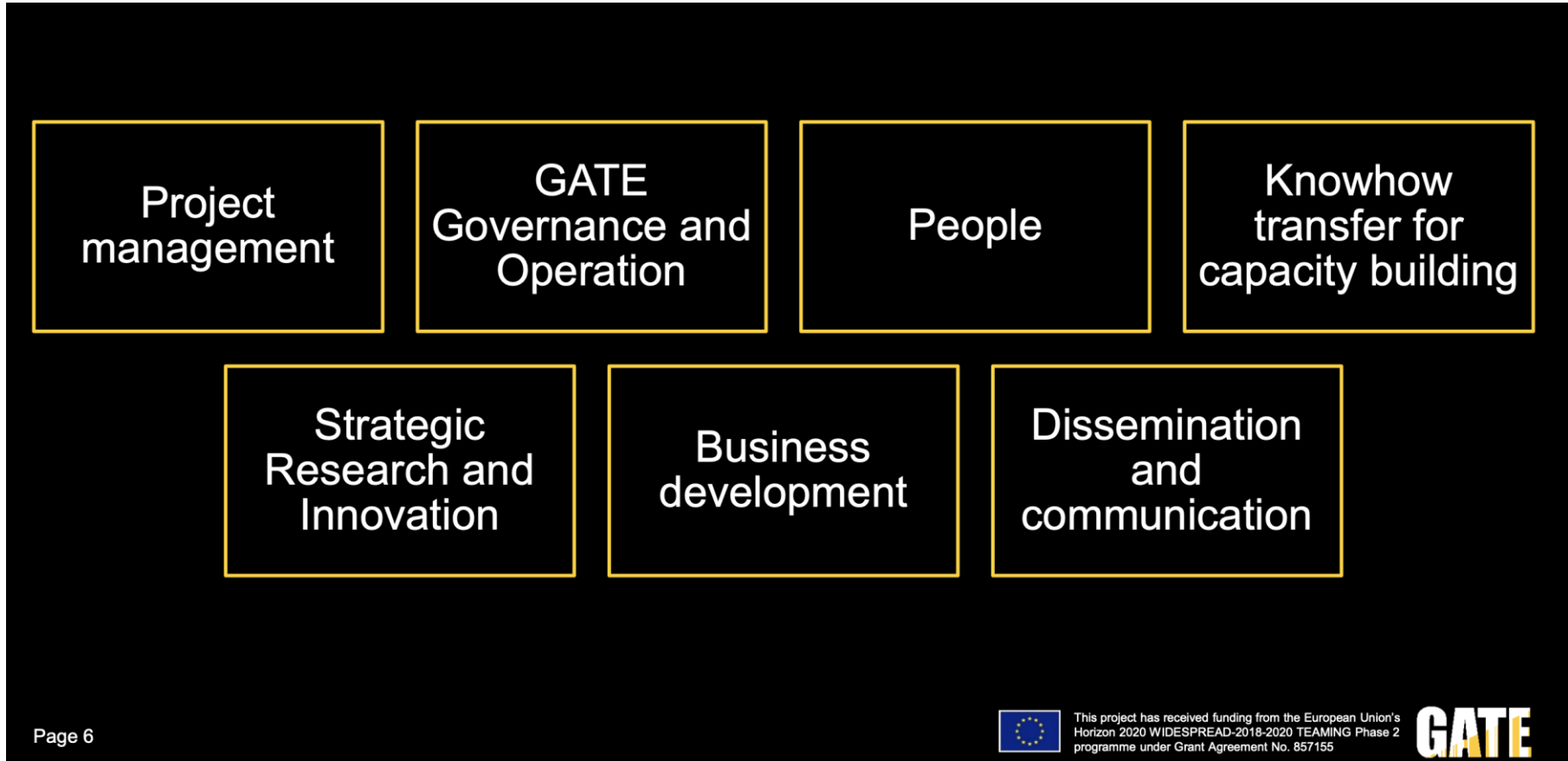
TÜBİTAK

Overall structure of the work plan

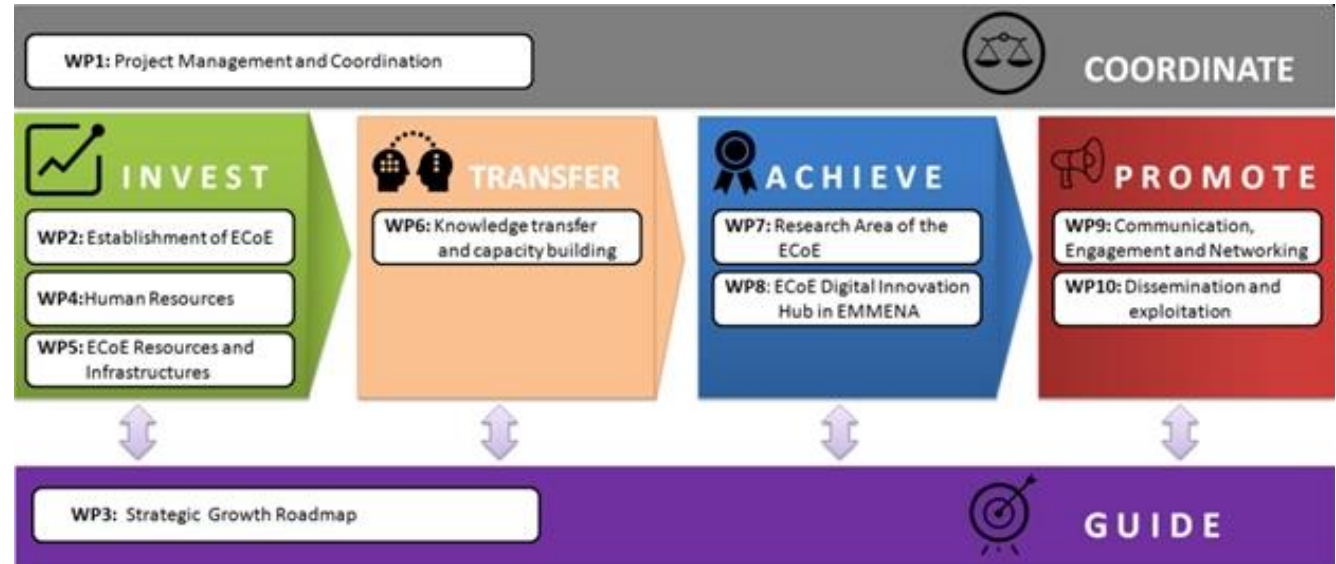
- What work will be **done**?
- How will the work be **organized**?
- How will it be **reported** and **verified**?
- What are the **risks** that something goes wrong?

Overall structure of the work plan

Example



Overall structure of the work plan Example



- WP1: Project Management
- WP2: Establishment of the ECoE
- WP3: Strategic Growth Map
- WP4: Human Resources
- WP5: Research Infrastructure
- WP6: Knowledge Transfer & Capacity Building
- WP7: ECoE Excellence Research Clusters
- WP8: ECoE Digital Innovation Hub
- WP9: Communication, Engagement and Networking activities
- WP10: Dissemination and exploitation



Overall structure of the work plan Example



Aspects to be taken into account

- Quality and effectiveness of the work plan, assessment of risks, and appropriateness of the effort assigned to work packages, and the resources overall.
- Capacity and role of each participant, and extent to which the consortium as a whole brings together the necessary expertise.

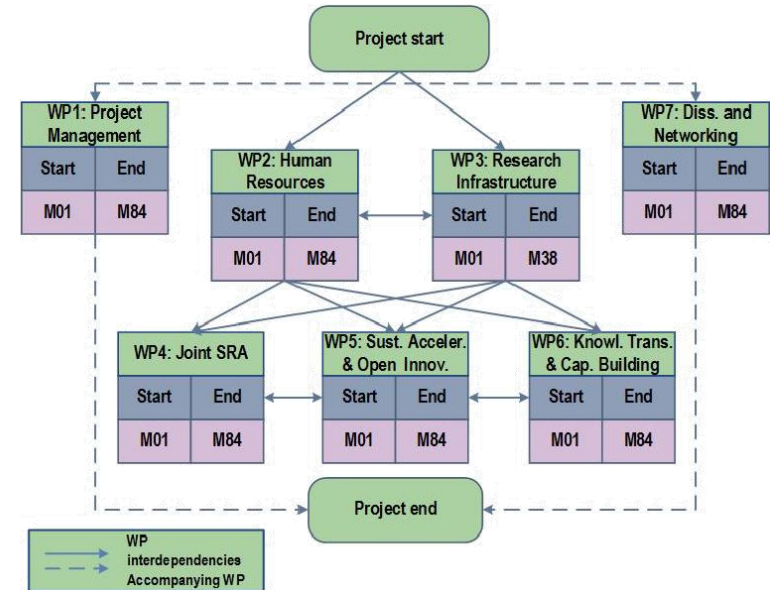


Provide:

- Brief presentation of the overall structure of the work plan
- Timing of the different work packages and their components (**Gantt chart** or similar)

Work packages/Tasks	Duration	Duration Months																													
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
WP1 Project Management	M01-M30																														
T1.1 Administrative and financial coordination	M01-M30																														
T1.2 Technical coordination	M01-M30																														
T1.3 Risk Management- Quality Assurance	M01-M30																														
WP2 Crowdfunding	M01-M30																														
T2.1 Reward crowdfunding platform	M01-M18																														
T2.2 Equity crowdfunding platform	M01-M30																														
WP3 Large scale demonstrators	M01-M30																														
T3.1 Marketplace for Precision Agriculture Services	M01-M09																														
T3.2 Platform for exploiting IoT to reach consumers in the agrifood sector	M01-M09																														
T3.3 Toolbox for the design of functional foods	M01-M09																														
T3.4 Technical support to the beneficiaries	M10-M30																														
WP4 Open Call Management	M01-M30																														
T4.1 Open Call Material	M01-M03																														
T4.2 Open Call Platform	M03-M03																														
T4.3 Open Call Management	M03-M30																														
WP5 Supporting Engineers to beneficiaries	M03-M30																														
T5.1 Matchmaking facility	M05-M15																														
T5.2 Training programme for 1st stage beneficiaries	M06-M15																														
T5.3 Investment readiness programme	M12-M30																														
T5.4 On demand training services to 2nd stage beneficiaries	M18-M30																														
T5.5 Export Promotion	M18-M30																														
WP6 Technology watch and future trends	M01-M24																														
T6.1 Development of a draft Technology Watch and Future Trends Plan by an expert	M01-M08																														
T6.2 Consideration of the Technology Watch and Future Trends Plan by other sectors	M08-M12																														
T6.3 Development of linkages to other relevant technology watch and foresight plans	M12-M18																														
T6.4 Open web consultation process	M18-M24																														
WP7 Dissemination and sustainability	M01-M30																														
T7.1 Dissemination Strategy and Plan for the Exploitation and Dissemination of Results -	M01-M30																														
T7.2 Dissemination Materials	M01-M30																														
T7.3 Dissemination Events and Stakeholder Engagement	M01-M30																														
T7.4 Exploitation, business modeling and ecosystem building	M01-M30																														

- Graphical presentation of the components showing how they inter-relate (**Pert chart** or similar)



- Give full **details**. Base your account on the logical structure of the project and the stages in which it is to be carried out. The number of work packages should be proportionate to the scale and complexity of the project.
- You should give enough detail in each work package to justify the **proposed resources to be allocated** and also **quantified information** so that progress can be monitored.
- Resources assigned to work packages should be in line with their objectives and deliverables. You are advised to **include a distinct work package on 'project management'**, and to give due visibility in the work plan to 'data management' 'dissemination and exploitation' and 'communication activities', either with distinct tasks or distinct work packages.

- You will be required to update the **‘plan for the dissemination and exploitation of results including communication activities’**, and a **‘data management plan’**, (this does not apply to topics where a plan was not required.) This should include a record of activities related to dissemination and exploitation that have been undertaken and those still planned.
- Make sure the information in this section **matches the costs** as stated in the budget table in section 3 of the application forms, and the number of PMs, shown in the detailed work package descriptions.

Provide:

- Detailed work description

List of work packages

Work Package No	Work Package Title	Lead Participant No	Lead Participant Short Name	Person-Months	Start Month	End Month

Provide:

- Detailed work description

Work package description

Work package number		Lead beneficiary	
Work package title			
Participant number			
Short name of participant			
Person months per participant			
Start month		End month	
Objectives			
Description of work (where appropriate, broken down into tasks), lead partner and role of participants			
T1.1 XXX (MX-MX) [Leader (XXX) - XXX(X), XXX(X), XXX(X)]			
T1.2 XXX (MX-MX) [Leader (XXX) - XXX(X), XXX(X), XXX(X)]			
Deliverables (brief description and month of delivery)			
D1.1 XXX (R/DEM/DEC/OTHER, PU/CO/CI, MX)			
D1.2 XXX (R/DEM/DEC/OTHER, PU/CO/CI, MX)			

Work Plan and Resources 6/9

Provide:

- Detailed work description

List of Deliverables

Deliverable number	Deliverable name	Work package number	Short name of lead participant	Type	Dissemination level	Delivery date (in months)

Indicative Deliverable Classification

1. Type: **R**: Document, report | **DEM**: Demonstrator, pilot | **DEC**: Websites, press & media actions, videos, etc. | **OTHER**: Software, etc.
2. Dissemination level: **PU** = Public | **CO** = Confidential | **CI** = Classified.

- Milestones' means **control points** in the project that help to chart progress.
- Milestones may correspond to the **completion of a key deliverable**, allowing the next phase of the work to begin.
- They may also be needed at **intermediary points** so that, if problems have arisen, corrective measures can be taken.
- A milestone may be a **critical decision point** in the project where, for example, the consortium must decide which of several technologies to adopt for further development.

Provide:

List of Milestones

Milestone number	Milestone name	Related work package(s)	Due date (in months)	Means of verification

KEY

Due date

Measured in months from the project start date (month 1)

Means of verification

Show how you will confirm that the milestone has been attained. Refer to indicators if appropriate. For example: a laboratory prototype that is 'up and run

Provide:

Critical risks for implementation

Description of risk (indicate level of (i) likelihood, and (ii) severity: Low/Medium/High)	Work package(s) involved	Proposed risk-mitigation measure

Definition critical risk:

A critical risk is a plausible event or issue that could have a high adverse impact on the ability of the project to achieve its objectives.

Level of likelihood to occur: *Low/medium/high*

The likelihood is the estimated probability that the risk will materialise even after taking account of the mitigating measures put in place.

Level of severity: *Low/medium/high*

The relative seriousness of the risk and the significance of its effect.

The individual members of the consortium are described in a separate section under Part A. There is no need to repeat that information here.

- Describe the consortium.** How does it match the project's objectives, and bring together the necessary disciplinary and inter-disciplinary knowledge. Show how this includes expertise in social sciences and humanities, open science practices, and gender aspects of R&I, as appropriate.
- Show how the partners will have access to **critical infrastructure** needed to carry out the project activities
- Describe how the members **complement one another** (and cover the value chain, where appropriate)
- In what way does each of them **contribute to the project?** Show that each has a valid role, and adequate resources in the project to fulfil that role.



- ❑ If applicable, describe the industrial/commercial involvement in the project to ensure exploitation of the results and explain why this is consistent with and will help to achieve the specific measures which are proposed for exploitation of the results of the project (see section 2.2)

- ❑ **Other countries and international organisations:** If one or more of the participants requesting EU funding is based in a country or is an international organisation that is not automatically eligible for such funding (entities from Member States of the EU, from Associated Countries and from one of the countries in the exhaustive list included in the Work Programme General Annexes B are automatically eligible for EU funding), explain why the participation of the entity in question is essential to successfully carry out the project



Provide:

Summary of staff effort

No.	Partner	WP1	WP2	WP3	WP4	WP5	WP6	WP7	WP8	Total PMs
1										
2										
3										
4										
5										
...										

Indicate the number of person/months over the whole duration of the planned work, for each work package, for each participant. Identify the work-package leader for each WP by showing the relevant person month figure in bold.

Provide:

'Subcontracting costs' items

Participant Number/Short Name		
	Cost (€)	Description of tasks and justification
Subcontracting		

For each participant describe and justify the tasks to be subcontracted (please note that core tasks of the project should not be sub-contracted)

Provide:

“Purchase costs’ items (travel and subsistence, equipment and other goods, works and services)

Participant Number/Short Name		
	Cost (€)	Justification
Travel and subsistence		
Equipment		
Other goods, works and services		
Remaining purchase cost (<15% of pers. Costs)		
Total		

Complete the table for each participant if the purchase costs exceeds 15% of the personnel costs for that participant (according to the budget table in proposal part A). The record must list cost items in order of costs and starting with the largest cost item, up to the level that the remaining costs are below 15% of personnel costs.

Provide:

‘Other costs categories’ items (e.g. internally invoiced goods and services)

Participant Number/Short Name		
	Cost (€)	Justification
Internally invoiced goods and services		

Participant Number/Short Name		
	Cost (€)	Justification
Internally invoiced goods and services		

Complete the table for each participants that would like to declare costs under other costs categories, irrespective of the percentage of personnel costs.

Provide:

'In-kind contributions' provided by third parties

Participant Number/Short Name			
Third party name	Category	Cost (€)	Justification
	Select between Seconded personnel Travel and subsistence Equipment Other goods, works and services Internally invoiced goods and services		

Complete the table for each participants that will make use of in-kind contributions (non-financial resources made available free of charge by third parties). In kind contributions provided by third parties free of charge are declared by the participants as eligible direct costs in the corresponding cost category (e.g. personnel costs or purchase costs for equipment)

Teaming For Excellence: Quality and efficiency of the implementation



Q & A

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MINISTRY OF INDUSTRY
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Teşekkür ederim!

Thank you!



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