

EUROPEAN SUMMER ACADEMY

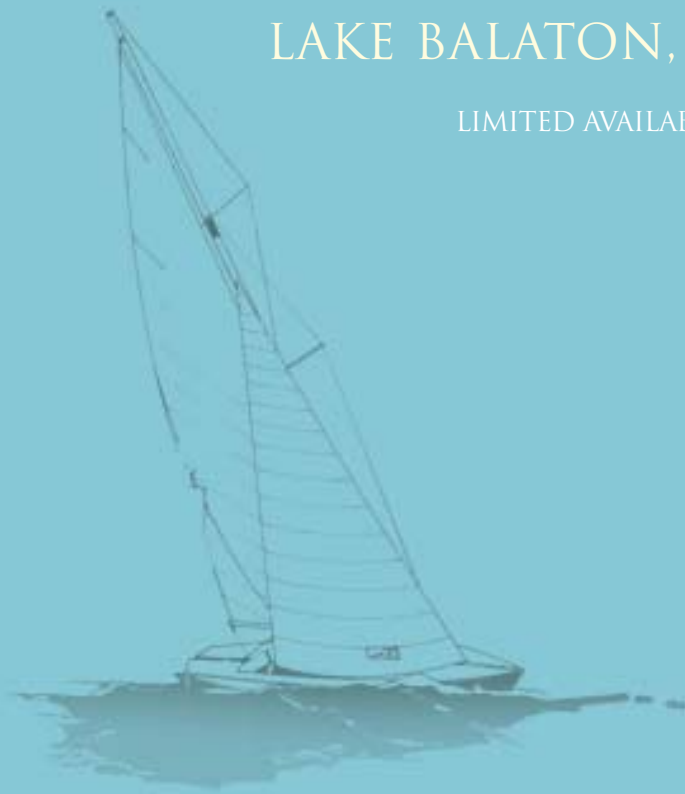
FOR UNIVERSITIES & RESEARCH INSTITUTIONS

FOCUS ON EUROPEAN COMMUNITY PROGRAMMES

4 WEEK INTERACTIVE E-LEARNING FOLLOWED BY A 5-DAY WORKSHOP

LAKE BALATON, HUNGARY

LIMITED AVAILABILITY!



INNOVATIVE TRAINING
SOLUTION BY *EUROPA MEDIA*

E-learning:

16 July - 12 August 2007

Workshop:

13 - 17 August 2007



ABOUT THE PROGRAMME

The course is based on 100% practice with the goal of training project managers on the practicalities and formalities of EU project management. We have designed an intensive training course with the objective of providing you with the most comprehensive training available for project development and management giving an overview of all existing EU programmes, but primarily focusing on the Community Programmes, particularly the **Lifelong Learning Programme**, **Seventh Framework Programme**, the **Competitiveness and Innovation Framework Programme** and **LIFE+**. All activities have been developed to reconstruct what actually takes place during the life-cycle of an EC project.

1-month E-LEARNING, 16 July - 12 August 2007

The EU Funding Academy's training's innovative features such as **e-learning and distance tutoring** in combination with personal interaction with Europe's leading project managers, provides efficiency that other programmes are unable to match. With Europe's only full-featured e-learning solution we are ready to bring comprehensive knowledge on EU programmes right to your desktop.

THEORETICAL MODULES EU FUNDS OVERVIEW

History of the European Union. (3 hours)
European Union funding - 2007-2013. (4 hours)
Institutional support (7 hours):
SF, CF, IPA, ENPI, etc.

THEORETICAL MODULES-COMMUNITY PROGRAMMES

Community Programmes (3 hours)
Special programme introductions: (10 hours)
Lifelong Learning Programme (LLL), FP7, CIP and LIFE+ Programmes.

PRACTICAL MODULES

Financial issues related to proposals, contract signing procedure. Financial issues and the negotiation procedures. (12 hours)

Project preparation in practice. Preparation of proposals, filling in the administrative forms, tricks and useful tips. (12 hours)

Preparation of a sample proposal. Based on ready-made proposal schemes participants will prepare a sample project with on-line assistance. (2 weeks)



5-DAY WORKSHOP IN BALATONKENESE, 13-17 August 2007

PROPOSAL DEVELOPMENT (3 DAYS)

- » Classification of present and future funding opportunities open to universities and research organisations from Europe
- » Information sources, National Contact Points, how to find a relevant document on the Net.
- » Institutional support, Community Programmes and tenders - funding system, important differences, how to apply
- » Special programme introductions:
 - Lifelong Learning Programme
 - Seventh Framework Programme
 - Competitiveness and Innovation Framework Programme

Programme

- LIFE+ Environmental Programme
- » How to submit a successful EC project proposal
- » Financial and administrative conditions of project proposals under European Community Programmes
- » What happens after the submission - Evaluation of proposals - introduction held by an evaluator from Brussels

EC PROJECT MANAGEMENT (2 DAYS)

- » Contract negotiations - the process, tricks and typical mistakes
- » Consortium agreement - how to protect your interests
- » Getting started - How to get things right from the beginning The kick-off meeting
- » Recording - efficient project management systems in practice
- » Workshop I: Contract negotiation roleplay.
- » Coordinating - how to deal with the difficulties. Methods and means of keeping the project on track. The Coordinator's responsibilities.
- » Managing - how to work with the others The Contractor's responsibilities
- » Reporting - Milestones and Deliverables. Critical path, threats
- » Closing and monitoring - getting prepared for EC audits.

Workshop II: Project management

During the 4+1 week course participants will prepare and submit a demo project proposal.

EC PROGRAMMES IN FOCUS

Proposal development and project management

Specific aspect regarding each of the following programmes:

Integrated Action Programme in Lifelong Learning

Budget: EUR 6 970 M



This new Integrated Action Programme in Lifelong Learning Programme incorporates the ensemble of existing internal education and training programmes.

Comenius: Involve at least three million pupils from schools in the Member States in joint educational activities.

Erasmus: To provide EU study abroad opportunities for a total of 3 million university students by 2012.

Leonardo da Vinci: Increase international training placements in enterprises and training centres in EU countries to at least 80 000 per year by 2013.

Grundtvig: Support adult educational mobility for 7000 individuals per year by 2013

Additionally, the proposal incorporates a transversal programme and the Jean Monnet programme, focusing on European integration.

Seventh Framework Programme for Research and Development



Budget: EUR 50 521 M

The primary aim of FP7 is to contribute to the strategic goals of the Lisbon strategy and help Europe to become the most competitive and dynamic knowledge-based economy in the world.

Cooperation: supporting the whole range of research actions carried out in transnational cooperation in the following thematic areas: *Health, Food, Agriculture and Biotechnology, ICT, Nanotechnologies, Energy, Environment (including Climate Change), Transport, Socio-economic Sciences and Humanities, Space, Security*

Ideas: supporting investigator-driven research
People: strengthening, quantitatively and qualitatively, the human potential in research and technology in Europe.

Capacities: supporting key aspects of European research and innovation capacities.

Competitiveness and Innovation Framework Programme (CIP)

Budget: EUR 3 621 M



CIP includes all Community actions in the area of entrepreneurship, SMEs, innovation, industrial competitiveness, ICT development and use, environmental technologies and intelligent energy.

Entrepreneurship and Innovation

The programme aims to help enterprises innovate by providing access to finance: sharing risks and rewards with private equity investors and providing counter or co-guarantees to national guarantee schemes.

ICT Policy

The ICT programme will stimulate the new converging markets for electronic networks, media content and digital technologies.

Intelligent Energy Europe

IEE will encourage the wider uptake of new and renewable energies and improve energy efficiency, and shall foster compliance with the EU's energy regulatory framework.

LIFE+ (Financial Instrument for the Environment)

Budget: EUR 1 911 M



LIFE+ aims to contribute to the implementation, updating, and development of Community environmental policy and legislation. LIFE+ replaces the LIFE, Urban, NGO and Forest Focus programmes.

LIFE+ Nature and Biodiversity: focuses on the implementation of the EU directives on the conservation of habitats and of wild birds, as well as further strengthening the knowledge needed for developing, assessing, monitoring and evaluating EU nature and biodiversity policy and legislation;

LIFE+ Environment Policy and Governance: covers the other 6th EAP priorities besides nature and biodiversity, as well as strategic approaches to policy development, implementation and enforcement;

LIFE+ Information and Communication: supports information dissemination and awareness raising activities, communication actions and campaigns, and organization of conferences and trainings.



Benefits

A free copy of Handbook on EU Funds 2007-2013 is available exclusively for Europa Media training participants. The handbook contains 323 pages of detailed information about new EU funding opportunities, and it is a practical guide for both new and experienced proposers.

Course Certificate: upon completion of the electronic examination, participants will receive a certificate to verify accomplishment of the course and comprehension of the material.

Registration is easy

- Fax the attached and completed registration form to:
+36 1 436 9038
- E-mail all info indicated on the application form to:
info@europamedia.org
- Fill in the on-line application form at:
www.eustrainingsite.com

ABOUT THE VENUE & ORGANISERS

Balaton

The lake, situated in the middle of Transdanubia, is often referred to as the "Hungarian Sea". Lake Balaton is 77 km long and, with its opal, yellowish-green, silky water, it is one of the country's most treasured natural assets and the most popular holiday area. It has a surface area of close to 600 sq. km. and is the largest lake in Central Europe.

www.balaton.hu



Accommodation

The training fee includes accommodation in the venue hotel - Hotel Marina-Port - in a single room for 4 nights (13-17 August) with breakfasts and dinners. Additional nights shall be reserved by the participants directly and individually with the hotel. Further information about hotel reservation will be provided to registered participants.

Common dinner and sailing at Lake Balaton

Europa Media is organising a common dinner and a boat trip for the participants. The participation is optional and provides a great opportunity to network with new colleagues.



Europa Media PSC

Europa Media is Europe's leading provider of training programmes and courses on EC project design and implementation. Training programmes have been organised on three continents with over 5000 participants from 38 countries.

www.europamedia.org

Geonardo Ltd.

GEONARDO Ltd. is a high-tech consulting firm specialized in business consulting. Over the past few years, the company has participated successfully in a variety of European Union funded projects, laying the foundation for combining various types of project finance mechanisms, such as domestic and European grants, venture capital and bank loans.

Venue

Hotel Marina-Port****, thanks to its air-conditioned rooms, conference rooms, which meet every demand, and brand new Fitness and Wellness center, is one of the most beautiful four-star-hotels on the coast of Lake Balaton.

The plage, indoor stretched water surface swimming pool, Jacuzzi, sauna, massage, fitness and weight rooms, squash court, solarium, hair and beauty salon, tennis, table tennis, beach volleyball, and 5-a-side football ensure active repose and relaxation.

The hotel is located just one hour drive from Budapest in Balatonkenese, next to Lake Balaton's most modern port.
www.yacht.hu

TRAINING FEE

SPECIAL EARLY BIRD REGISTRATION: 1490 EUR + VAT

Upon the receipt of the payment before 30 June 2007

Standard fee: 2490 EUR + VAT

Above rates include buffet lunches and coffee breaks during the 5 days and the official training material plus accommodation in a single room in Hotel Marina-Port **** for 4 nights (13-17 August) including breakfasts and 3 dinners.

Accompanying persons: 350 EUR + VAT

Those participants who wish to stay with an accompanying person may reserve a double room for 4 nights (13-17 August) with breakfasts and dinners.

All rates include the price of the sailing and common dinner as well.

The organisers of the course have an outstanding track record of initiating, managing and implementing European projects. Senior project managers of GEONARDO Ltd. and Europa Media PSC will act as trainers during the Academy and will be supported by invited international professionals.

The professional competence and experience of the Geonardo team regarding EU project development is truly exceptional in Central-Eastern Europe.

Training courses presented by the experts of the company have attracted thousands of participants from all over Europe.

www.geonardo.com

In the spotlight

- » Choosing a funding scheme
- » Search relevant calls
- » Partner search
- » Project co-financing
- » Project reporting
- » Proposal development
- » Managing your partners
- » Crisis management
- » Preparing Cost Statements
- » Worst-case scenarios
- » Typical mistakes

SELECTED LIST OF PROJECT REFERENCES

PROJECTS CO-ORDINATED BY GEONARDO

The aim of the **SME ENVIRONMENT** FP6 project is to support the participation of the small- and medium sized companies by means of advanced e-learning technologies from the accession countries in the Sixth Framework Programme. GEONARDO is the Co-ordinator of the project. EC support of the project is EUR 300 thousand. Ref: FP6- 003925. www.sme-environment.org

The **RESBOAT** FP6 project supports the thematic promotion and dissemination of project results related to renewable energy resources (RES) and to demonstrate the feasibility of new energy technologies. The series of events will be held on the "RES BOAT". This FP6 project is co-ordinated by GEONARDO and has 100% EC contribution of 290.000 EUR. Ref: FP6-2006-038668

Ore Mining and Environmental Technology Information Network (**OMENTIN**) In the aftermath of the devastating cyanide spill in the Tisza River, GEONARDO launched an FP5 project (under the Fifth Framework Programme) with Hungarian, Romanian, American, Swedish, and Austrian participation under its supervision. The support is EUR 300 000. Ref. EU/HRP-CT-2001-00002. www.omentin.org

The **GEOTHERMAL POWER** project, co-ordinated by GEONARDO, is funded by the European Union's ALTENER Programme. A new feasibility study concept was developed on building geothermal mini-power generating plants. Its total cost is EUR 0.8 Million. Ref. EU/AL-2002-045. www.geothermalpower.net

Co-ordinated by GEONARDO the **BIOFUEL MARKET-PLACE** project will create a web-based biofuel marketplace in order to provide a forum where Europe's biofuel stakeholders can promote their technologies, ex-change ideas, sell and buy biofuel products and disseminate results. Ref. EIE-05-022. www.biofuelmarketplace.com

ADDITIONAL GEONARDO PROJECT REFERENCES

The objective of the FP5 **AQUAREC** project - supported by FP5 - is to provide knowledge for a rational wastewater reuse strategy in Europe as a major component of sustainable water management practices. GEONARDO is a member of the consortium. Ref. EVK1-CT-2002-00130, www.aquarec.org

The primary goal of the FP6 **E-CONSULTING** project is to establish an EU consulting service through the Internet, preparing companies of the ten New Member States and the Candidate Countries for participation in projects financed by the European Union. GEONARDO is the partner in this project. Ref: FP6-2003-ACCSSA-GENERAL-510555. www.sme-consulting.net



The **TRAINASA** project - funded by FP6 - aims to increase the low participation of young Albanian researchers in the Framework Programmes by providing them with comprehensive training courses and traineeship programmes on developing and managing international projects. Budget and EC support: 136.000 EUR. Ref: FP6-2006-043848

The overall aim of the FP6 **Concerto AL PIANO** project is to provide experts, members of the relevant public authorities (Alessandria, Italy) and citizens with a "sustainable city" example. Geonardo is the partner responsible for the dissemination of project results in Central-Eastern Europe. Ref. FP-2006-038569

The objective of the FP6 **ASTECH** project is to support industrial manufacturers and engineering companies of heating and cooling systems in their development, by introducing more renewable energy sources in their technology. GEONARDO Ltd. is a member of the consortium. Ref. FP6-2006-19892

The aim of the FP6 **ECO-PCCM** project is to introduce a new class of eco-friendly and cost-effective polymer composite construction material. The project combines European and Balkan scientific and engineering expertise. GEONARDO Ltd. represents Hungary in this project. Ref. FP6-2005-PL 509185



DISCLAIMER

Europa Media is not linked or related to the European Commission or to any European government in any respect. europamedia.org and .eutrainingsite.com websites are maintained and managed by Europa Media. Europa Media does not resell or otherwise commercially exploit freely available public information and does not imply that this information is restricted or only accessible through europamedia.org or eutrainingsite.com websites or its trainings.

All interested parties are strongly advised to consult the official website of the EC at www.europa.eu.int, the websites of ministries, various helpdesks, Information Relay Centres (IRCs), Euro Info Centres (EICs), Business Innovation Centres (BICs) and/or other official networks, supporting organisations or EC representations (e.g. EU Delegations in countries outside the EU) before taking advantage of services delivered by commercial providers.

The information provided at our training courses is intended for information purposes only. Under no circumstances shall Europa Media or any of its employees, partners or agents be held liable for any direct, incidental, indirect, special, consequential or other damages including, without limitation, lost revenues or lost profits, arising from or in connection with the use of the information provided in the training materials or during the training courses. No advice or information given by the trainers, employees, invited lecturers shall create any warranty or liability including, without limitation, the accuracy, completeness, or reliability of content of the training courses.

Cancellation policy, money back guarantee

Should you be unable to attend, a substitute delegate is always welcome. Alternatively, provided you notify us in e-mail or fax prior to the session Europa Media will forward you the refund consisting of the registration fee, minus a certain % of service charge as follows:

- Over 30 business days before starting date - 15% of the amount
- 29 to 15 business days before starting date - 50 % of the amount
- 14 to 8 business days before starting date - 75 % of the amount

Regrettably, no refunds will be made if less than 8 days notice of cancellation is given.

Each transfer of registration to other course dates filed one month prior to the beginning of the course will be charged an extra 15 % for administrative costs. No additional charge for substitute participants will be added.

Europa Media PSC reserves the right to cancel the course up to 2 weeks before the starting date of the session. Europa Media accepts no responsibility for costs incurred in relation with the course (travel, hotel, etc.) for the participants.

Participants agree that any claim, action, or legal proceeding arising out of the use of our services shall take place in Hungary, be governed in accordance with the laws of Hungary and participants agree to fully submit to the jurisdiction of the city Court of Budapest.

How to apply?

- To be registered participants of the seminar, applicants first shall fill in the application form and send it back to the given fax number! (+36 1 436 9038 or eFax: +36 1 999 1866)
- Applicants will receive a confirmation letter from Europa Media upon receiving the application form via e-mail, in which the Europa MediaTeam will inform them that the invoice is being prepared and sent (via fax, e-mail and regular registered mail) to the indicated address. All accounting details will be indicated on the invoice.
- In order to take part in the international training course, applicants shall send advanced payment at least 10 working days prior to the event. Please, do not forget to indicate the number of your invoice and the name of the applicant on the bank transfer order!
- The official confirmation of your registration will be provided to participants via fax and/or e-mail once the transferred registration fee appears on the account of the organisation or Europa Media receives the confirmation of bank money order. (A copy of the bank money order as confirmation is accepted only from governmental bodies, public authorities or universities.)
Please note that if Europa Media does not receive the necessary confirmations 10 business days prior to the course, the participant is requested to pay the course fee in cash on the day of the event.
- Upon the official confirmation of application, participants will receive a detailed thematic program and other useful information.

How to pay the registration fee? - Payment policy

Options:

- Bank money transfer to Europa Media's account
- Cheque payable to Europa Media (in EUR)

Participants are requested to pay the registration fee after they received the invoice issued on their names. The invoice will include all information (account number, SWIFT number, etc.), which is necessary for a bank money transfer. The confirmation of the bank money transfer shall be sent to Europa Media either via e-mail (info@europamedia.org), or fax (+36 1 436 9038) and efax (+36 1 999 1866).

Conditions of participation

Participants are allowed to take part in the course if they can present their official confirmation letter - sent by Europa Media - at the venue. The official confirmation letter is provided to delegates after their payments are made.





EU FUNDING SUMMER ACADEMY

E-LEARNING: 16 JULY - 12 AUGUST 2007 WORKSHOP: 13-17 AUGUST 2007
HOTEL MARINA-PORT, BALATONKENESE

APPLICATION FORM

Please use block capitals!

Title (Mr., Ms.)

Surname

First name

Name of Institution or Company

Field of activity of Institution or Company.....

Account Address:

City:..... Postalcode:..... Country:

Other details required (VAT No, etc.):

Postal Address (if different from above).....

City:..... Postalcode:..... Country:

E-mail

Telephone (including country code)

Fax (including country code).....

Other comments

STANDARD FEE: 2490 EUR+ VAT (20%)

Special early bird price: 1490 EUR + VAT (20%)*

Rates include buffet lunches, coffee breaks on the 5 days and the official training material plus accommodation in a single room in Hotel Marina-Port **** for 4 nights (13-17 August) plus break fasts and 3 dinners.

Accompanying persons: 350 EUR + VAT

Those participants who wish to stay with an accompanying person may reserve a double room for 4 nights (13-17 August) with breakfasts and dinners. The rate includes the price of the sailing and common dinner as well.

All rates include the price of the sailing and common dinner as well.

* Please note that availability for this course is limited. Applications will be confirmed upon receipt of payment but the promotional price is valid for payments made on or before 30 June 2007!

I have carefully read the terms and conditions mentioned in the Disclaimer and by sending this registration form to Europa Media hereby agree to be bound by the terms and conditions outlined therein.

Please fill in and forward the application form to our fax number: +36 1 436 9038 or eFax: +36 1 999 1866

Upon registration applicants will receive a confirmation letter via e-mail. This letter will inform them that an invoice is being prepared and will be sent to the indicated address by regular mail. All accounting details will be provided on the invoice. Cancellation Policy: Should you be unable to attend, a substitute delegate is always welcome. Alternatively, should you need to cancel, we will refund the registration fee less a 15% service charge provided you notify us by e-mail or fax at least 15 business days prior to the seminar. Additional penalty fees will apply if cancellation is made less than 30 business days prior to the start of the seminar, see cancellation policy.

Detailed thematics will be sent upon the receipt of the payment. Further information:www.eustrainingsite.com