

COURSE	HORIZON EUROPE COLLABORATIVE PROPOSAL WRITING SUPPORT
TRAINING AREA	345 - MANAGEMENT AND ADMINISTRATION
FORM OF ORGANIZATION	ON-SITE
MODE	CONTINUOUS
WORKLOAD	12 HOURS
PLANNING	PART A AND BUDGET CALCULATION - 27TH OF JANUARY 2026, 10:00 – 13:00 PART B – EXCELLENCE SECTION - 28TH JANUARY 2026, 10:00 - 13:00 PART B – IMPACT SECTION - 29TH OF JANUARY 2026, 10:00 – 13:00 PART B – IMPLEMENTATION SECTION - 30TH OF JANUARY 2026, 10:00 – 13:00
TARGET GROUP/ REQUIREMENTS	TEACHERS AND RESEARCHERS FROM TÉCNICO'S RESEARCH ECOSYSTEM (IST, IST-ID, INESC-ID, IT, IDMEC, INESC-MN, LIP, INESC INOV-LAB), WITH PRELIMINARY KNOWLEDGE OF THE HORIZON EUROPE PROGRAM AND WHO, PREFERABLY, ARE APPLYING FOR THE TOPICS IN 2026, WITH A SPECIAL FOCUS ON RESEARCH AND INNOVATION ACTIONS (RIA) AND INNOVATION ACTIONS (IA).
PARTICIPANT LIMIT	LIMIT OF 30 PARTICIPANTS EXCEPT FOR THE MODULE PART A AND BUDGET CALCULATION.

LEARNING OUTCOMES

This training aims to equip researchers with the skills to develop **competitive applications for Horizon Europe Pillar II calls** ("Global Challenges and European Industrial Competitiveness"). We'll focus on transnational collaborative projects that address predefined challenges across various thematic clusters.

Over four comprehensive modules, you'll delve into every aspect of preparing a Pillar II application.

By the end of this training, you'll be able to:

- **Navigate the Horizon Europe Portal:** Confidently create proposals, complete Part A, and prepare a project budget.
- **Master the Excellence Section:** Understand the key components of Excellence for both Research and Innovation Actions (RIA) and Innovation Actions (IA), and apply best practices for each subsection.
- **Develop a Strong Implementation Plan:** Grasp the critical elements of Section 3 and integrate effective strategies for its preparation and writing.
- **Craft a Compelling Impact Section:** Understand how to prepare and write the Impact section of your Horizon Europe proposal to maximize its potential.
- **Integrate European Policies:** Understand the importance of European policies and effectively address them within the Excellence, Impact, and Implementation sections.

PROGRAMMATIC CONTENT	WORKLOAD	TRAINERS
Part A and Budget Calculation Administrative and financial information Filling in Part A of the application form (Administrative Forms) Submitting the application process on the Funding & Tenders Portal/ Electronic Submission Service Detailing and preparing the budget	3h	
Part B – Excellence The profile of the evaluators and their points of view Introduction to the Excellence section and its subsections in HE's RIA and IA proposals Requirements and evaluation criteria in the Excellence section Analysis and discussion of the different subsections Practical exercises	3h	Research and Innovation Funding Support Office and Pre-Award Network
Part B – Impact Specifics of Impact Writing the Impact section Sub-sections of Impact: project's pathways towards impact, measures to maximize the impact, Impact Canvas Evaluation Criteria Practical exercises	3h	
Part B – Implementation Brief introduction Detailed evaluation criteria - Implementation How to approach the template in section 3 - strategies and good practices for writing the proposal How to approach a proposal with lump sum Practical exercises	3h	
TRAINING METHODOLOGY	Part A and Budget: Presentation, Interrogative and Demonstrative; Part B - Excellence: Demonstrative and Active; Part B - Implementation: Presentation, Demonstrative; Part B - Impact: Presentation, Interrogative and Active.	
TECHNICAL PEDAGOGICAL RESOURCES	Computer, Projector, internet connection, HDMI cable.	
SPACES AND EQUIPMENT	Training Room.	