

COURSE	HORIZON EUROPE COLLABORATIVE PROPOSAL WRITING: INCLUDING AI-POWERED TOOLS & STRATEGIES
TRAINING AREA	345 - MANAGEMENT AND ADMINISTRATION
FORM OF ORGANIZATION	ON-LINE
MODE	CONTINUOUS
WORKLOAD	14 HOURS
PLANNING	PART A AND BUDGET CALCULATION - 14 TH OF JULY 2025, 11:00 – 13:00 (CET) PART B – EXCELLENCE SECTION - 15 TH JULY 2025, 10:00 - 13:00 (CET) PART B – IMPACT SECTION - 16 TH OF JULY 2025, 10:00 – 13:00 (CET) PART B – IMPLEMENTATION SECTION - 17 TH OF JULY 2025, 10:00 – 13:00 (CET) EXPLORING AI'S POTENTIAL IN WRITING PROPOSALS - 18 TH OF JULY 2025, 10:00 – 13:00 (CET)
TARGET GROUP/ REQUIREMENTS	TEACHERS AND RESEARCHERS FROM TÉCNICO'S RESEARCH ECOSYSTEM (IST, IST-ID, INESC-ID, IT, IDMEC, INESC-MN, LIP), TU BERLIN AND DTU, WITH PRELIMINARY KNOWLEDGE OF THE HORIZON EUROPE PROGRAM AND WHO, PREFERABLY, ARE APPLYING FOR THE TOPICS IN 2025 AND 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	
<p>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.</p> <p>Over five comprehensive modules, you'll delve into every aspect of preparing a Pillar II application, including one module on exploring the potential of AI for grant writing.</p> <p>By the end of this training, you'll be able to:</p> <ul style="list-style-type: none"> • 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. • Leverage AI for Grant Writing: Gain a comprehensive overview of how AI can support and streamline your grant writing efforts. 	

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	2h	Research and Innovation Funding Support Office and Pre-Award Network
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	
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	
Exploring AI’s Potential in Writing Proposals What AI tools are relevant How AI can assist at each stage: From ideation and literature review to drafting specific sections (Excellence, Impact, Implementation), refining language, checking for coherence, and even identifying relevant calls. Best practices for using AI: Including prompt engineering, verifying AI-generated content, ethical considerations, data privacy, and avoiding plagiarism. Limitations of AI: Emphasizing that AI is a tool and not a replacement for human expertise, critical thinking, and a deep understanding of the Horizon Europe guidelines. Human-AI collaboration: How researchers can effectively partner with AI to enhance their proposal writing.	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. Explore the AI’s potential – Presentation and Demonstrative	
TECHNICAL PEDAGOGICAL RESOURCES	Computer, Projector, internet connection, HDMI cable, communication platform break out rooms.	
SPACES AND EQUIPMENT	Training Room.	