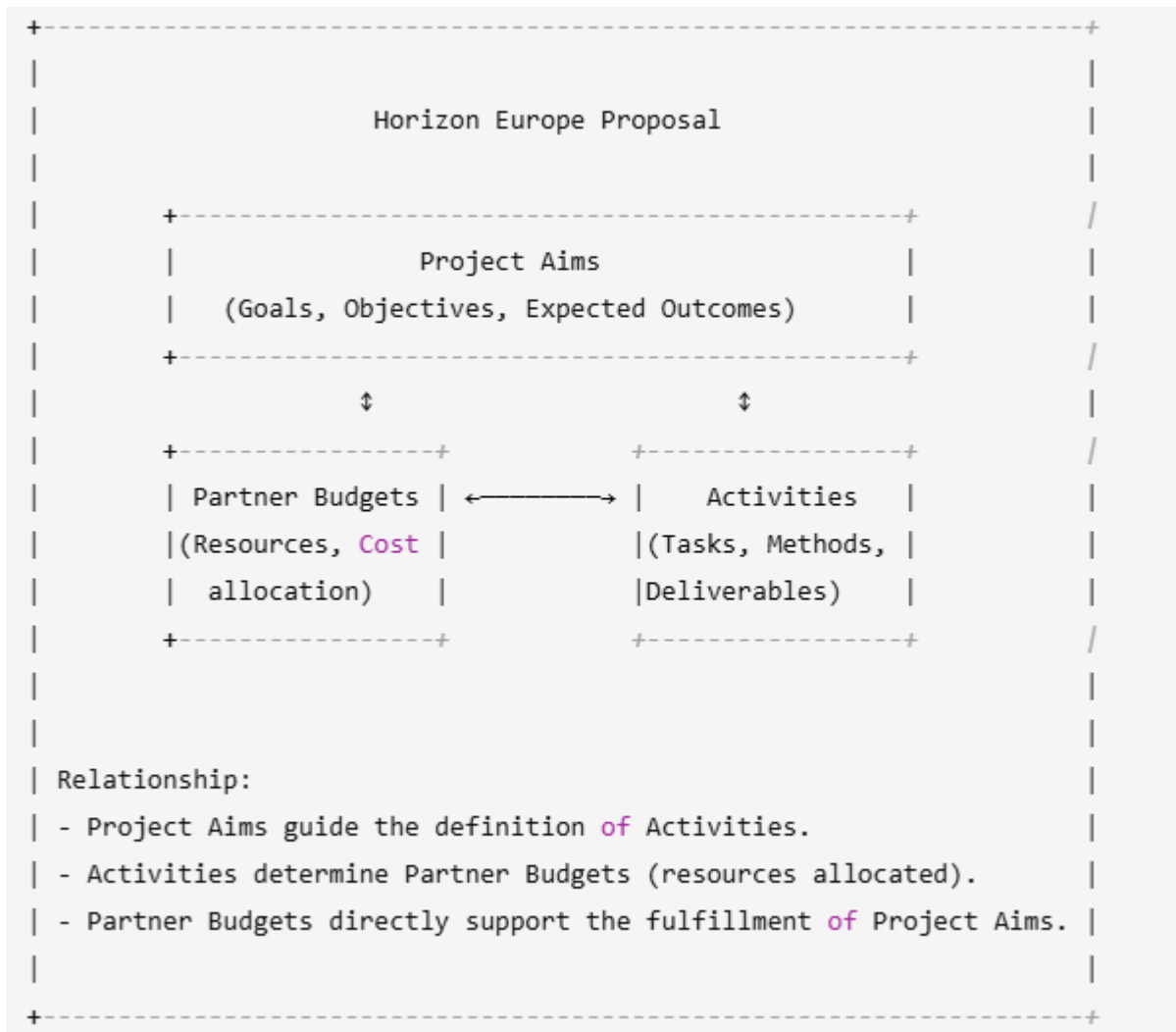
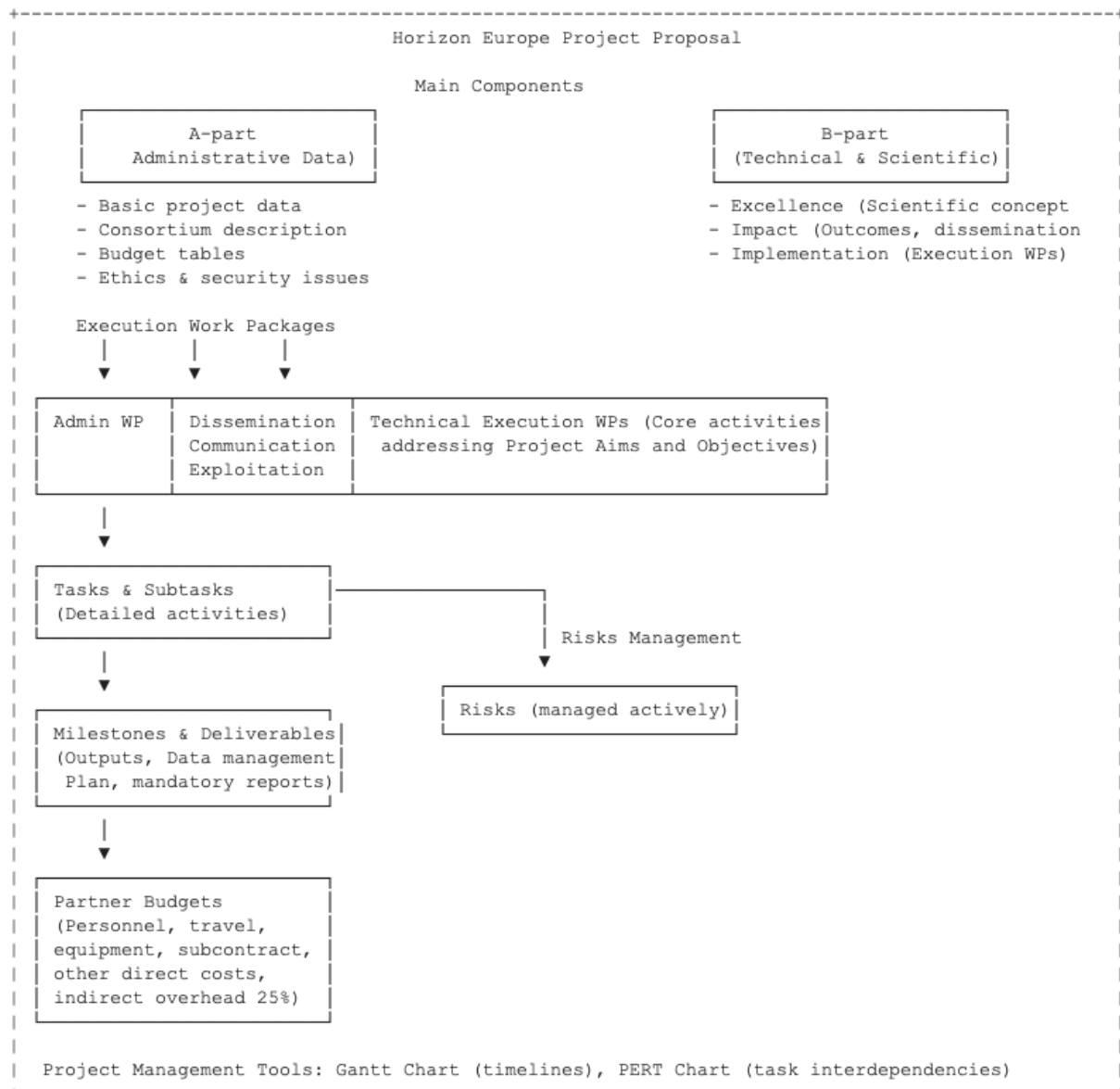


## Summary of the Fifth Project Academy Session 11.04.2025

During today's Project Academy, Dr. Leoste introduced a crucial Cluster 2 Networking Day on May 15 <https://research-innovation-community.ec.europa.eu/events/01xvfl274cL7S7R1f8KN3H/overview> , and mentioned a Brokerage Event on May 16. These events aim to help organizations and potential partners meet and explore new projects under Horizon Europe. Dr. Leoste explained that Cluster 2 follows a top-down approach, meaning the European Commission predefines goals and outcomes, and applicants must propose how to fulfill them. She emphasized the importance of aligning a project's budget with both duration and the number of partners. For example, a grant of two million euros shared across ten partners over three years quickly becomes a modest yearly allowance per partner. Universities often claim larger shares due to high indirect costs, while coordinators may require slightly more to handle administrative responsibilities.

Dr. Leoste then discussed how to transform broad project ideas into concrete activities. She illustrated that each work package must be matched with adequate funds—especially for major tasks such as hosting a conference. Proposals typically have two parts: Part A covers administrative data, while Part B delves into excellence, impact, and implementation. Within Part B, work packages group similar tasks, and deliverables, milestones, and risk management strategies are all clearly defined. The financial structure often involves staff costs, travel, equipment, subcontracting, and a set overhead; lump-sum models require even more detailed breakdowns. Finally, Dr. Leoste clarified that any adjustments to project plans must be formalized through a Project Amendment, noting that no extra funding can be granted after the proposal is approved. She concluded by encouraging participants to map out partner budgets, timelines, and realistic actions ahead of the upcoming networking opportunities.





#### Key Terms Explanation:

- A-part: Administrative data, consortium composition, ethical and budgetary aspects.
- B-part: Scientific excellence, impact, and implementation strategy.
- Execution Work Packages: Logical clusters of core project activities addressing aims.
- Mandatory Deliverables: Data Management Plan, Risk Management plan, CDE plan, periodic and final reporting.
- Tasks & Subtasks: Specific actions within each work package.
- Risks: Potential challenges managed proactively.

- Milestones & Deliverables: Checkpoints and tangible outcomes (reports, data plans).
- Partner Budgets: Resources allocation including a mandatory 25% overhead on direct costs.
- Gantt Chart: Visualizes timelines for tasks and milestones.
- PERT Chart: Visualizes task dependencies and critical paths.
- Communication: Promoting project activities and results to various target audiences.
- Dissemination: Public sharing and spreading of project results to stakeholders and the wider community.
- Exploitation: Utilizing project results for commercial or societal benefits after project completion.