



**TRAINING SEMINAR
ON
“Writing and management of FP7 projects
for MPC scientists and administrative officers”**

7FP EU funded project MIRA PROJECT – Work Package 3 - Task 5

MIRA Project website : <http://www.miraproject.eu/>

Subject of the Course: “Writing and management of FP7 projects” for scientists and administrative officers from Mediterranean Partner Countries (MPC).

Participants: Scientists, researchers and administrative officers from **Algeria, Egypt, Jordan, Lebanon, Morocco, Palestine, Tunisia** .

Duration: 3 days

Planned date: 26 – 28 October 2009

Venue : C.I.H.E.A.M. - *Mediterranean Agronomic Institute of Bari*, Via Ceglie, 9
Valenzano (BA), 70010 - Italy

Description of the course: 3 days Training seminar for National researchers and administrative officers who wants to improve their skills or getting familiar with the EC programmes and FP7 projects and who will support the management of FP projects in their national Institution, in order to favor the appearance of projects leaders in the MPC.

Objectives of the course:

- to improve the quality of the Mediterranean Partner Countries participation in the EU Framework Programmes;
- to increase skills and level of understanding of the administrative and technical issues related to the planning and management of FP projects.

Methodology

Training will be carried out following an highly flexible approach, with the didactic contributions of international professionals coming from research institutions and International organisations: EC – DG Research, CSIC (Spain), DT-MENESFCR (Morocco), CNR (Italy), CIHEAM (Italy), TETHYS (France), WIP (Germany).

Lectures will be held in English **with a simultaneous translation in French if necessary**, and will be integrated with exercises and project works under the supervision of tutors.

Requested Participants profile :

Actual position	<ul style="list-style-type: none">▪ Managers of National Research Centers or Public administrations▪ University researchers or assistants▪ Officers of national service bodies national research centers or Public administrations
Nationality	Algeria, Egypt, Jordan, Lebanon, Morocco, Palestine, Tunisia
Institutional provenance	Universities Research Centers Ministries Planning bureau
Educational and professional background	previous experience on writing and management of EU Projects will be preferential – highly taken in consideration
Age limit	No
Foreign language knowledge	Good knowledge of English or French language (written and spoken)
Gender	equal opportunities will be guarantee

Distribution of contents

Day	Topics and objective
1	Address legal and financial aspects of research funding contracts, including new rules for participation in FP7
2	In-depth presentation of FP7: its goals and funding opportunities
3	Provide participants with methodology and tips for writing proposals and setting up a project in accordance with the European Commission's objectives and requirements

Funds:

Every MIRA MPC partner is invited to designate a maximum of **n. 10 trainees per Country** (5 scientists and 5 administrative officers).

For 4 of these trainees (2 scientists + 2 administrative officers per Country as will be indicated by each NCP) **all the expenses** (travel, accommodation, local transportation, VISA, stationery) **will be covered by MIRA project.**

The others trainees are expected to take part to the training on their own expenses (i.e. covered by NCP, their own Institutions or other local sponsors)

Application

For applying, please **send by email or by fax the candidates' Application Form and the CV not later than 28 September 2009 to the Organizing Committee:**

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