

The German Network of National and Regional Contact Points

Cornelia Schneider



EU-BÜRO DES BMBF FÜR DAS
FORSCHUNGSRAHMENPROGRAMM

EU-Bureau of the Federal
Ministry of Education
and Research
PT-DLR

Joseph-Schumpeter-Allee 1
53227 Bonn

Tel: 0228 / 3821-630
Fax: 0228 / 3821-649
eub@dlr.de
www.eubuero.de

EU-Bureau of the BMBF

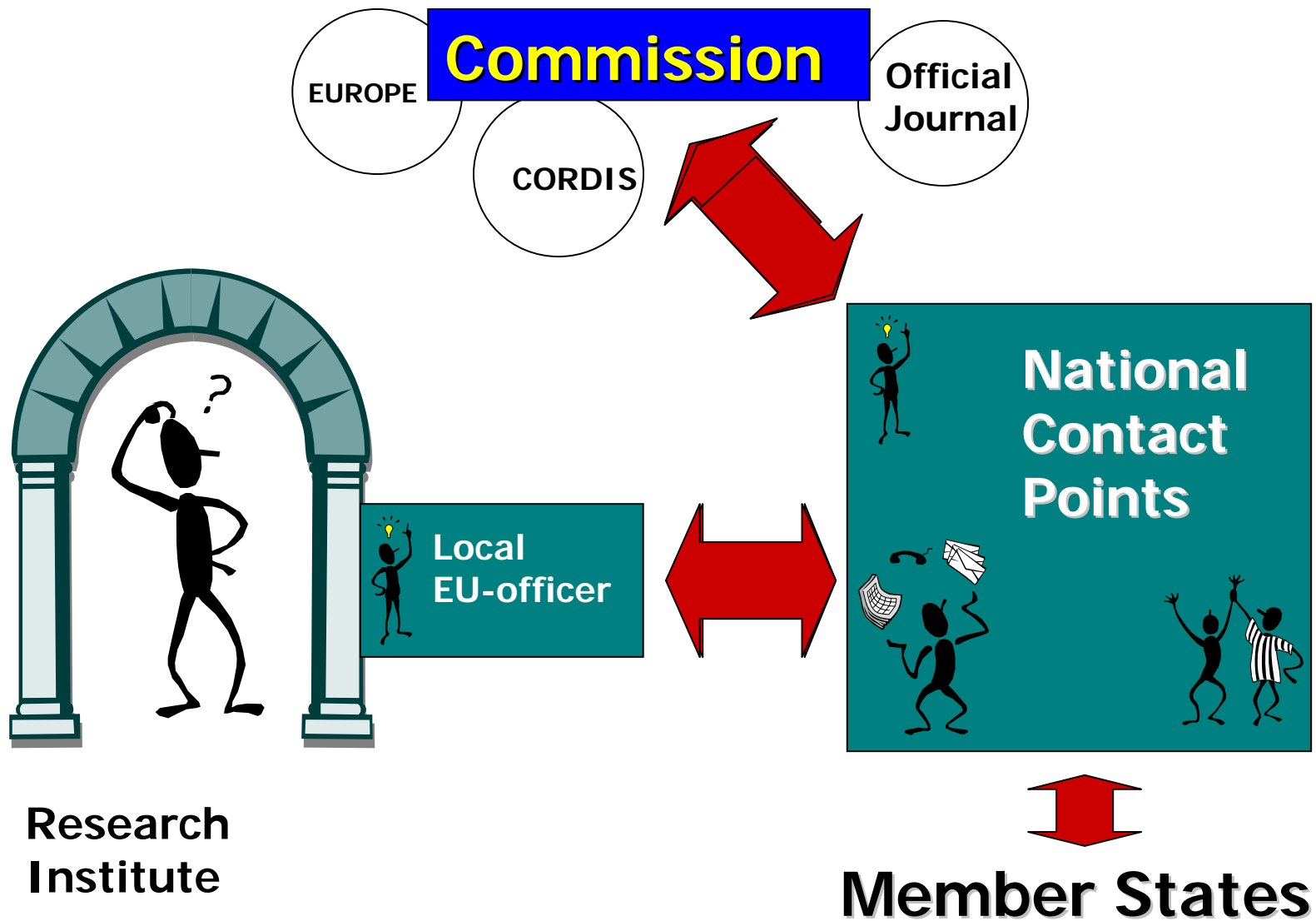
National Contact Points

- European Research Council (ERC)
- Research Infrastructures
- Regions of Knowledge
- Research Potential
- Science in Society
- **International Cooperation**
- ERA-Net
- Joint Research Centre
- Legal and administrative matters

General Tasks

- **Co-ordination of the NCP network**
- **Initial Contact Point for FP7**
- Support to the Federal Ministry of Education and Research: Statistics, Implementation of FP7
- Training seminars for applicants
- Public relation
- Website: German Portal for FP7
- Participation in EU-projects

Strategy for a successful participation in FP7



Nationale Kontaktstellen

National Contact Points



- NCPs for the different areas of FP7
 - 23 officially nominated NCPs (75 nominated persons)
- NCPs of the German Federal Government (BMBF, BMWi)
 - EU-Bureau of the BMBF: coordination office
- 12 Project management agencies
 - Expertise of Project Management Organisations in different research areas
 - Synergies with national research funding programmes and FP7
- Common activities
 - Internetportal: www.forschungsrahmenprogramm.de
 - Conferences, publications
- List of all NCPs
 - <http://www.forschungsrahmenprogramm.de/nks.htm>

Coordination of German NCPs



- Coordinating Unit at the Ministry of Education and Research
- Programme Coordinators
 - Coordination of the NCPs within each horizontal or thematic programme
- Speaker of the Programme Coordinators
 - Organises communication between Programme Coordinators and the Ministry

Target groups of the NCPs



- Applicants
 - Targeted information and advice
 - Pre-screening of proposals
 - Organisation of information days
- Ministries
 - Statistics and analysis of calls for proposals
 - Support in preparation and implementation of FPs
- Commission
 - Coordinators act as experts in Programme Committees and Working Groups

▲ *Interface between applicant, ministries and Commission*

Tasks of the NCPs



- Information management
 - newsletter, internet, publications
- Consulting
 - telephone, email or personal onsite consulting services
- Event and training programme
 - systematic and moduled information events and trainings

Trainings, Workshops, Events



- General information:
 - One week training for multipliers
 - Special one day training for beginners
 - One day training in proposal writing
- Workshops with a special focus on:
 - Legal and administrative matters (2 days)
 - Contract and project management
 - Work programmes and calls
 - Lobbying
- Workshops for a special target group:
 - Trainings for female researchers
 - Small and medium sized enterprises
 - Ministries and project management agencies
- Information exchange days for multipliers

Strenghts of the German NCP-System



Challenge: complexity - fragmentation - oversupply

- **Coordination**
- **Cooperation** (with national funding programmes)
- **Networking**
 - National level (German NCPs, Liaison Office, EU-Officers at universities, research institutes, industry)
 - International (NCPs and NIPs)
- **Participation** (in political processes – as active members in Programme Committees and working groups)

Evaluation



- Study on the NCP-system financed by the BMBF
- Aim: assessment of NCP-work and development of recommendations
- Content:
 - description and assessment of the existing NCP-system (requirements, tasks, time management, resources and organisation)
 - analyses of use of the NCP-services
 - analyses of the requirements and needs of the NCP-system with regard to future FPs
 - development of recommendations for the improvement of the NCP-system
- Method: interviews and representative survey (questionnaires)

Criteria for the assessment of NCPs (1)



- Information dissemination
 - General (newsletter, WEB, brochures, Email, telephone...)
 - Specific (presentations, workshops...)
 - Training of multipliers
- Acquisition and public relation
 - Popularize FP
 - Motivation of potential participants / coordinators
- Services for specific target groups
 - Female scientists
 - SMS
 - Third country participants

Criteria for the assessment of NCPs (2)



- Support on proposal writing
 - Initial consultation for newcomers
 - Early assessment of the success of a proposal, national funding opportunities
 - Optimising success rates, help to look for calls, funding schemes, partners...
 - Support on partner search
 - Help with administrative/organisational questions
 - Legal advice
 - Proposal pre-screening (formal, content, editorial)
 - Provide help with other funding opportunities
- Support on project implementation
 - Help with administrative problems (financial statements etc.)
 - Reporting
 - Conflicts within the consortium

Criteria for the assessment of NCPs (3)



- National and international networking
 - Dissemination of relevant information
 - Feedback on international activities of research institutions
 - Networking with NCPs within MS /AS and third countries
- Support to the ministries
 - Statistics and analysis of calls for proposals
 - Support in preparation and implementation of FPs
 - Preparation of and participation in Programme Committee meetings / working groups

Recommendations to improve the NCP-system



- Define a common self-concept and clear profile
- Raise awareness and improve external communications
- Intensify consultation and advisory activities (proposal preparation)
- Central coordination of NCP-system
- Assessment and improvement of project management structures
- Coordinated actions of NCPs and other service providers, esp. to promote the participation of SMEs

Recommendations for successful work of a NCP



- Develop FAQs, Checklists, Guidelines for advisory service
- Provide a well hosted web site with all relevant documents, up to date information
- Prepare examples, best practice (successful proposals, filled in documents etc.)
- Specialise in relevant programmes, focus on certain aspects of FP7
- Build a network with experts, colleagues
- Be prepared to fulfil special needs of consultancy – focus on target groups, offer tailor made information and events
- Consider background, premises and experience of the scientists („customer orientation“)

EU-Bureau Contact



Thank you for your attention!

For further information, please contact

Cornelia Schneider

EU-Bureau of the BMBF

+49 228 3821- 632

Cornelia.Schneider@dlr.de