### Deliverable Title
**D4.4 – Annual Report on activities of networking with EU NCPs**

**Deliverable Lead:** FFG  
**Related Work package:** WP4 – Supporting the NCPs/ NIPs in EECA countries  
**Author(s):** Petra Reiter  
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**Duration:** 48 months

### Abstract
D4.4/ “Annual Report on activities of networking with EU NCPs” describes the EU-EECA NCP/ NIP networking activities carried out 2008 within WP4 of the IncoNet EECA project. This comprises the development of an agreed concept how to implement these networking activities, the implementation of a first networking event and the planning of activities for 2009.

*Project funded by the European Commission under the International cooperation activity of the Capacities Programme of the 7th European Framework Programme for RTD.*
Versioning and Contribution History

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EXECUTIVE SUMMARY

D4.4/ “Annual Report on activities of networking with EU-NCP’s” reports about the activities carried out in 2008 to enhance networking among NCPs/ NIPs from EECA countries with EU NCPs.

The aims of the networking within WP4 of the IncoNet EECA project are:

• to raise the awareness of EU-NCPs for their EECA colleagues and the potential for cooperation in FP7
• to enable EECA NCPs/ NIPs so far not attending EU NCP-meetings to attend
• to enhance a sharing of information, experiences and best practise among EU and EECA NCPs/NIPs

FFG, managing a project budget of 67,410.--EUR to support networking activities, is responsible for the development of a sound concept for the networking and has to coordinate the implementation.

The following concept for the networking was developed by FFG and agreed with the Task Leaders of WP4:

• Organisation of “Special Sessions” dedicated to EECA during regular EU-NCP-meetings
• Organisation of an exhibition accompanying the “Special session”

A “Special Session” will last about 30 minutes. During selected NCP-meetings, FFG will act as a kind of mentor of EECA NCPs/ NIPs and will briefly introduce the initiative to the EU colleagues. Afterwards, EECA-NCPs/ NIPs will be invited to briefly present themselves to the NCP-audience. Furthermore, a small exhibition is planned each time when a “Special session” takes place, displaying information materials of EECA NCPs/ NIPs. This exhibition can be visited during coffee breaks.

However, for both activities, the support of the responsible unit in the European Commission has to be secured. A minimum of three Special Sessions is planned for the project duration, depending on the budget available.

Summarising the first year, the following outcomes were achieved:

• an agreed approach towards Task 4.1e/ Networking among EU (AS) – EECA NCPs/NIPs (Special sessions, exhibition).
• agreement on the organisation of the first “Special EECA Session” in Spring 2009 at the NCP Coordinators’ Meeting
• a procedure to agree on the next theme to be selected for another Special Session
• a procedure to clarify the exact target group among EECA NCPs/ NIPs to be reimbursed (travel/accommodation costs)
• the organisation of a first launch resp. networking event in Moscow, 16 October 2008

The purpose of WP4/”Support to NCPs/ NIPs in the EECA” is to strengthen the EECA-NCP/NIP structures currently in place and to support EECA NCPs/ NIPs with further developing the necessary capacities and structures to respond to the requirements of FP7.

NCPs/ NIPs take a key role between policy makers, proposers and other stakeholders. They complete the different levels of action addressed by the IncoNet EECA project. The delivery of D4.4/ “Annual Report on activities of networking with EU-NCP’s” shows that the basis has been prepared and the first steps have been taken for a better networking among EECA and EU NCPs/ NIPs. A better integration into the EU NCP community will encourage EECA NCPs/ NIPs to further develop their activities, thus contributing to the success of the IncoNet EECA project.
1 INTRODUCTION

Informal networking is an important tool for European NCPs to share experiences and information on FP7. Well established contacts are an asset for any NCP who wishes to support clients with timely, correct and state of the art information.

For a variety of reasons – geographical distance, limited mobility, in some cases rather recent establishment, little visibility in Europe, insufficient awareness and knowledge about the RTD potential of Third countries among EU NCPs, linguistic barriers, low priority of the FP in Third Countries – NCPs/ NIPs in Third countries experience a situation which is different from NCPs in Member States. They particularly depend on networking with EU-NCPs to access information, know-how and best practise.

It is the task of WP4/Task 4.e to enhance networking among NCPs/ NIPs from EECA countries with EU NCPs. FFG, who manages to this end a budget of 67,410,--EUR, is responsible for the development of a sound concept for the networking and has to coordinate the implementation.

The present deliverable D4.4/”Annual Report on activities of networking with EU NCPs” describes the activities in the area of networking carried out within WP4 during 2008, the first year of the IncoNet Project.

2 AIMS OF THE NETWORKING

- to raise the awareness of EU-NCPs for their EECA colleagues and the potential for cooperation in FP7
- to increase the visibility of EECA NCPs/ NIPs and their NCP-systems among EU NCPs
- to enable EECA NCPs/ NIPs so far not attending meetings in Brussels to attend
- to contribute to more frequent face-to-face contacts among EECA/ EU NCPs/ NIPs
- to enhance a sharing of information, experiences and best practise among EU and EECA NCPs/NIPs

3 INTENDED RESULTS

- better networking and sharing of information of EECA and EU NCPs/ NIPs
- higher awareness of EU NCPs for the RTD potential available in EECA
- closer cooperation among EECA and EU NCPs/ NIPs
4 METHODOLOGY

4.1 Background / Rationale

In June 2008, the partners in Task 4.1 carried out a survey among EECA NCPs/ NIPs. This survey showed that nearly 45% of EECA NCPs/ NIPs consider their networking with EU NCPs as insufficient:

Question: *We maintain well established contacts*

![Survey Results Graph]

Secondly, the survey showed that 46.4% of EECA NCPs/NIPs currently don’t attend EU NCP – meetings:

![Survey Results Graph]

These results demonstrate that, although a lot has been achieved already in EU-EECA NCP/ NIP cooperation, there is a need to promote further EECA- EU NCP-networking and participation of EECA NCPs/ NIPs in EU NCP meetings.

4.2 Concept for Implementing Networking Activities

Networking of EECA NCPs/ NIPs with EU-NCPs will take place as follows:

1. Organisation of “Special Sessions” dedicated to EECA during regular EU-NCP-meetings
2. Exhibition accompanying the “Special Session”
Ad 1: Organisation of “Special sessions” dedicated to EECA during regular EU-NCP-meetings

We have seen that some EECA NCPs/ NIPs take part in EU-NCP-meetings, others not. But even those who take part in EU-NCP meetings do not always maintain well established contacts to their European colleagues. It is therefore necessary to raise the awareness of EU-NCPs for their EECA-colleagues, their work and the potential for cooperation in FP7.

FFG developed a concept foreseeing the organisation of “Special sessions” dedicated to EECA NCPs/ NIPs. These sessions should take place at regular EU NCP meetings. They will be agreed and implemented each time not only with the partners in Task 4.1 resp. the Task Leaders of Tasks 4.2-4.5, but also in agreement and in cooperation with the European Commission Services.

A “Special Session” will last about 30 minutes. FFG will act as a kind of mentor of EECA NCPs/ NIPs and will briefly introduce the initiative to the EU colleagues. Afterwards, EECA-NCPs/ NIPs will be invited to briefly present themselves to the European NCP-audience (+ AS).

Selection of thematic areas of “Special sessions”:
Task Leaders of Tasks 4.2-4.5 agreed at the Expert meeting in Vienna that the first Special Session shall take place at the EU NCP coordinators’ meeting in Spring 2009. At this meeting, NCP-coordinators from EECA countries will decide which meeting/s of Thematic NCP’s should be selected for the next “Special sessions”.

Another session is planned for the autumn 2009. Further sessions will follow, depending on the budget available.

However, each time, the support of the responsible unit in the European Commission has to be secured.

Ad 2: Exhibition accompanying the “Special Session”

In order to enhance informal contacts and to raise the interest of EU NCPs in EECA countries, a small exhibition is planned each time when a “Special session” takes place. EECA NCPs / NIPs will have the opportunity to present on posters, brochures and flyers their countries, their NCP systems (if appropriate), recent and planned NCP-activities of interest, the RTD potential of their countries, catalogues of leading RTD institutes, an overview of their countries’ success rate in FP6/FP7 if appropriate, FP6/ FP7 - success stories etc, and perhaps some special goodies.

The exhibition will normally take place in a room next/ near to the NCP-meeting room, to attract visits during the coffee breaks. However, also for the exhibition, each time, the support of the responsible unit in the European Commission has to be secured by FFG.

4.3 Handling of Finances

As was stated already, FFG is in charge of the management of a budget of 67,410.-- EUR to support the implementation of networking activities in WP4.

Costs covered:
FFG will cover travel and accommodation costs. This comprises only flight costs and hotel costs and visa costs.
To have an idea of upcoming travel costs, FFG asked (via the survey mentioned before) EECA NCPs/ NIPs to make an estimation of their flight costs:

![Graph showing flight costs estimation](image1)

Due to internal rules, it will be practically impossible for FFG pre-finance 100% of flight costs. The survey therefore also included one question about the pre-financing of travel costs:

![Graph showing pre-financing ability](image2)

Only roughly 50% of NCPs/ NIPs indicated that they were able to prefinance 60% of a journey.

FFG decided to offer a pre-financing of a maximum of 60% of the flight costs. The remaining 40% of flight costs will be reimbursed on the basis of original receipts (resp. certified copies). Hotel rooms in Brussels will be booked and paid directly by FFG.

**Target Groups for Reimbursement**

Based on the outcomes of the survey, FFG planned to finance with the budget available (67,000 EUR) mainly the costs of those EECA NCPs/ NIPs who had indicated that they currently didn’t attend EU-NCP meetings.

The following NCPs/ NIPs indicated to attend currently EU NCP-meetings:

<table>
<thead>
<tr>
<th>Country</th>
<th>NCP hosting organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Russia</td>
<td>10 NCPs</td>
</tr>
<tr>
<td>Ukraine</td>
<td>NIP covering all Specific Programmes of FP7</td>
</tr>
<tr>
<td>Belarus</td>
<td>NCP for ICT, INCO, Mobility, NCP coordinator</td>
</tr>
<tr>
<td></td>
<td>NCP for SME</td>
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<tr>
<td></td>
<td>NCP for Health</td>
</tr>
<tr>
<td>Kazakhstan</td>
<td>NCP for Kazakhstan</td>
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</tbody>
</table>
However, at the Expert meeting in September 2008 in Vienna it became clear that the funding sources of those who had indicated in the survey to attend EU NCP meetings are not necessarily national means earmarked for this purpose. It became clear that rather a diversity of sources, including EC-funded projects and other sponsors, were used to attend NCP meetings. Therefore Task Leaders of Tasks 4.2-4.5 will first find out during the interviews (Review of NCP-systems in EECA) what is the exact situation for each NCP/ NIP. The results of the interviews will be communicated to the Task Leaders of Task 4.1. Based on these outcomes, they will make a new proposal to be agreed with all Task leaders of Task 4.2-4.5. This step needs to be completed in due time before the first “Special Session” at the Spring 2009 NCP Coordinators’ meeting.

If this step is not completed in due time, FFG will take a decision based on the indications made by EECA NCPs/ NIPs during the survey. This concerns only the “Special Session” at the Spring 2009 “Special Session”. For further sessions at NCP meetings, the outcomes of the interviews will be available.

In any case, the final decision needs to make sure that the best use the funds available is made to the maximum benefit for all.

5 TARGET GROUPS FOR THE NETWORKING ACTIVITIES

All Task leaders of WP4 agreed that the publication of an organisation/ person as NCP on CORDIS qualifies this organisation for inclusion in all activities of WP4. Furthermore, those NCPs who participated in the survey should normally be considered for participation. To date, the target group comprises 29 EECA NCPs/NIPs out of 33 “known” thanks to the publication of NCP/NIPs on CORDIS. The list of participants is attached as Annex 1, page 12. Task leaders were provided with the list of EECA NCPs/ NIPs who participated so far in the survey. It is up to the Task Leaders to clarify with the NCP-coordinators in each country if those included in the list of participants to the survey are the correct target groups.

6 ACTIVITIES IN THE FIRST YEAR (JANUARY – OCTOBER 2008)

As a first step, FFG and the WP4- Task Leaders carried out the survey mentioned before. The outcomes of this survey confirmed a clear need for more networking of EECA NCPs/ NIPs with EU NCPs. FFG reflected and discussed internally quite a while about the most suitable approach to the networking to ensure an efficient and effective use of the 67.000.-- EUR available to this end from the IncoNet EECA project budget. FFG considered for example to provide each EECA NCP/NIP with a small budget to attend EU NCP meetings or simply to reimburse individual attendance on a case by case basis. But these approaches were rejected after some discussions as not very targeted and because of a lack of visibility for EU NCPs.

In the end, FFG prepared a concept which foresees the organisation of “Special sessions” dedicated to EECA-NCPs, to be organised during regular NCP-meetings in Brussels (see methodology). This concept, the reimbursement procedures, target groups for reimbursement of costs, the first “Special session” and other “Special Sessions” to follow were discussed and agreed at the Expert Meeting in September 2008.
After the meeting, FFG contacted the unit responsible within the European Commission for organising the NCP coordinators’ meeting in Spring 2009 in order to clarify if there was support to a “Special Session” dedicated to EECA NCPs/ NIPs.

The Commission Services agreed to include a timeslot of 30 minutes for the “Special Session” into the regular meeting and to put the whole day one room for the exhibition at the disposal of the project.

The next step will now be to find out during the interviews which NCP/ NIP really needs financial support from the IncoNet project in order to participate in a “Special Session”.

The detailed planning for the first Special Session will start in January 2009.

The first networking event in Moscow, 16 October 2008

As the successful implementation of the activities of WP4 depends significantly on the support of these activities by EECA NCPs/ NIPs, Task Leaders of Tasks 4.2-4.5 decided to organise an event introducing the IncoNet EECA/WP4 to these target groups before starting with the next steps.

This first networking event was organised in Moscow at the InContact – Workshop on 16 October. The InContact Workshop, organised by the InContact project, was an FP7-training workshop for EECA INCO NCPs/NIPs. The agenda is attached as Annex 2, page 13.

The consortium involved into the InContact Project comprises a number of key partners which are also involved in WP4 of the IncoNet project, such as the Higher School of Economics (hosting the InContact Workshop), Help-Forward (coordinating the InContact Project) and VINNOVA (a partner in the InContact project). This is why it was possible to exploit synergies.

The IncoNet EECA/ WP4- workshop was organised on 16 October 2008 at 16:30. Please see Annex 3, page 16 for the agenda. The list of participants in the InContact- resp. WP4/ IncoNet EECA- Workshop is attached as Annex 4, page 17. The workshop was a very useful opportunity to present the aims and activities of WP4 to EECA NCPs/ NIPs and to promote networking with EU NCPs. The first part of the workshop was carried out by FFG who presented the aims of WP4, the Task Leaders for the individual EECA-regions, and the tools and instruments which were developed within Task 4.1. for each activity:

Annex 5, page 19, Presentation: Introduction to WP4
Annex 6, page 21, Presentation: Training Concept,
Annex 7, page 23, Presentation: Networking among EECA and EU NCPs/NIPs,
Annex 8, page 25, Presentation Review of NCP/ NIP structures in EECA

The group separated for the second part: FFG worked with the Russian NCPs and Help-Forward and VINNOVA with the EECA NCPs/ NIPs from Ukraine, Belarus, Moldova, the Caucasus Region and Central Asia. The activities of WP4 were explained and discussed in detail, and the EECA NCPs/ NIPs were invited to give their views, expectations and concerns on the upcoming activities.

The whole group met again for a networking - reception after the end of the workshop.
Challenges met

Distribution of funds available among the target group

As mentioned before, the distribution of the funds available from the IncoNet EECA project among EECA NCPs/ NIPs is still under clarification. For more information, please see IV. 4 Target groups for reimbursement, page 8 of the present document.

7 OUTCOMES

The following outcomes were achieved during the first year:

- an agreed approach towards Task 4.1e/ Networking among EU (AS) – EECA NCPs/NIPs (Special sessions dedicated to EECA at NCP meetings, exhibition).
- agreement on the organisation of the first “Special EECA Session” in Spring 2009 at the NCP Coordinators’ Meeting
- a procedure to agree on the next theme to be selected for another Special Session
- a procedure for clarifying the use of the funding available
- the organisation of the first networking event in Moscow, 16 October 2008

8 CONCLUSIONS

The first year of the IncoNet EECA project was used to develop a sound concept for the networking, supported by the partners in the task.

The first networking event in Moscow offered an opportunity to inform the target group, EECA NCPs/ NIPs, about the activities of WP4 of the IncoNet EECA project, and to win their interest in participation. Furthermore, the event served the main aim of the present task, to enhance face-to-face contacts and personal networking among EECA and EU NCPs.

The delivery of D4.4/ “Annual Report on activities of networking with EU-NCP’s” shows that the basis has been prepared and the first steps have been taken for a better networking among EECA and EU NCPs/ NIPs. The next steps will be made in line with the Technical Annex.
9 ANNEXES

9.1 Annex 1: Target Groups for the Networking

<table>
<thead>
<tr>
<th>Participants in the survey per region</th>
<th>NCP for</th>
<th>Name</th>
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<tr>
<td><strong>Russia</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State University - Higher School of Economics</td>
<td>NCP for Mobility</td>
<td>Anna Pikaloava</td>
</tr>
<tr>
<td>A.N. Balh Institute of Biochemistry, RAS</td>
<td>NCP for Bio, Food, Agriculture</td>
<td>Vladimir ERYOMIN</td>
</tr>
<tr>
<td>Institute of Geography, Russian Academy of Sciences</td>
<td>NCP for Environment</td>
<td>Andrey Shmakin</td>
</tr>
<tr>
<td>Centre for Science Research and Statistics</td>
<td>NCP for SSH</td>
<td>Sapozhnikova Natalia</td>
</tr>
<tr>
<td>A.V. Shubnikov Institute of Crystallography RAS</td>
<td>NCP for NMP</td>
<td>Marina Molkornyak</td>
</tr>
<tr>
<td>State Technological University / Moscow Institute of Steel and</td>
<td>NCP for Research Infrastructure</td>
<td>Tereshchenko Victor</td>
</tr>
<tr>
<td>State University - Higher School of Economics</td>
<td>NCP for INCO</td>
<td>Gokhberg / Knyazeva</td>
</tr>
<tr>
<td>RUSDEM-EE</td>
<td>NCP for Energy</td>
<td>Julia Volovskaya</td>
</tr>
<tr>
<td>Institute of Operating Systems</td>
<td>NCP for ICT</td>
<td>Marina Molkornyak</td>
</tr>
<tr>
<td>FSUE Central Aerohydrodynamic Institute</td>
<td>NCP for Transport/Aeronautics</td>
<td>Evgenii Andreev</td>
</tr>
<tr>
<td>Fund for Assistance of Small Innovative Enterprises (FASIE)</td>
<td>NCP for SME</td>
<td>Olga Reushe</td>
</tr>
<tr>
<td>Faculty of Basic Medicine, Moscow State University</td>
<td>NCP for Health</td>
<td>Elena Tarasova</td>
</tr>
<tr>
<td><strong>Eastern Europe/Belarus, Moldova, Ukraine</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Belarusian Institute of System Analysis and Information Support</td>
<td>NCP-Coordinator, ICT, Mobility, INCO</td>
<td>Olga Myrovskaaya</td>
</tr>
<tr>
<td>Institute of Genetics and Cytology, Belarus Nat Acad Sciences</td>
<td>Bio, Food, Agriculture, Mobility, RoK, RasPut</td>
<td>Anna Svirshchevskaya</td>
</tr>
<tr>
<td>Science Technology Park / METOLIT</td>
<td>SME</td>
<td>Sudzilovskaya Valerya</td>
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<tr>
<td>Belarus State University</td>
<td>NCP for SSH</td>
<td>Larisa Titarenko</td>
</tr>
<tr>
<td>A.V. Basiyov Institute of Radioelectronics</td>
<td>NCP for NMP/Energy</td>
<td>Vitaly Bibkulov</td>
</tr>
<tr>
<td>Institute of Biophysics and Cell Engineering</td>
<td>NCP for Health</td>
<td>Igor Volotovski</td>
</tr>
<tr>
<td>Academy of Sciences of Moldova</td>
<td>Central NCP covering all 4 Specific</td>
<td>Dr Maria Iovu</td>
</tr>
<tr>
<td>National Information Centre for Ukraine-EU S&amp;T Cooperation</td>
<td>Central NCP covering all 4 Specific</td>
<td>Elena Koval</td>
</tr>
<tr>
<td><strong>Caucasus Region</strong></td>
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<tr>
<td>National Academy of Sciences of Armenia International S&amp;T</td>
<td>NCP for Legal/Financial issues, SME, SIS</td>
<td>Tigran</td>
</tr>
<tr>
<td>National Academy of Sciences of Armenia</td>
<td>NCP Coordinator</td>
<td>Yuri Shokouroyan</td>
</tr>
<tr>
<td>Institute of Information &amp; Automation Problems NAS RA</td>
<td>NCP for ICT, INCO</td>
<td>Leon Astamyan</td>
</tr>
<tr>
<td>Azerbaijan National Academy of Sciences</td>
<td>NCP Coordinator</td>
<td>Azizov Silyavsh</td>
</tr>
<tr>
<td>Georgia National Science Foundation</td>
<td>Health, Bio, Food, Agric., ICT, NMP, Energy, Envi, ERG, PEOPLE, CAPACITIES</td>
<td>Theodore Declidze</td>
</tr>
<tr>
<td><strong>Central Asia</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Independent Expert Consulting Board in Kazakhstan</td>
<td>NCP for Health, Bio, Food, Agric., ICT, NMP, Env, SSH</td>
<td>Kamila Margieva</td>
</tr>
</tbody>
</table>

Day 1: 15 October, 2008
Update on the Seventh Framework Programme (room 311)

09:30 – 10:00 Registration
10:00 – 10:30 Opening Session
   Ministry of Education and Science of the Russian Federation
   Alexander KHLUNOV, Deputy Minister (TBC)
   State University – Higher School of Economics, Russian INCO NCP
   Leonid GOKBERG, First Vice-Rector
   Delegation of the European Commission to Russia
   Richard BURGER, Science & Technology Counsellor
   INCONTACT
   Epaminondas CHRISTOPHILOPOULOS, INCONTACT Coordinator, HELP-FORWARD, Greece

10:30 – 11:00 Coffee break

11:00 – 13:00 Introduction Session
   Update on EU FP7: Results of the First Years
   Michele GENOVESE, European Commission
   Prospects for Russia – EU S&T Cooperation
   Sergei IVANETS, Director of Department for Science, Technology and Innovation Policy, Ministry of Education and Science of the Russian Federation (TBC)
   Competition and Cooperation in FP7: The Winner Takes It All
   Sabine HERLITSCHKA, FFG, Austria

13:00 – 14:00 Lunch
14:00 – 16:00 **Overview of the Programme COOPERATION: Call results, new and expected calls**

<table>
<thead>
<tr>
<th>Area</th>
<th>Speaker/Institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health</td>
<td>Gunmar SANDBERG, VINNOVA, Sweden</td>
</tr>
<tr>
<td>Food, Agriculture and Fisheries, Biotechnology</td>
<td>Gianluca ROSSI, APRE, Italy</td>
</tr>
<tr>
<td>Information &amp; Communication Technologies</td>
<td>Aavo KAIN, Archimedes Foundation, Estonia</td>
</tr>
<tr>
<td>Nanosciences, Nanotechnologies, Materials &amp; New Production Technologies</td>
<td>Ayse Melis YURTtagul, TUBITAK EU Framework Programmes National Coordination Office, Turkey</td>
</tr>
<tr>
<td>Energy &amp; Environment (including Climate Change)</td>
<td>Maria HABICH, Archimedes Foundation, Estonia</td>
</tr>
<tr>
<td>Transport (including aeronautics)</td>
<td>Epaminondas CHRISTOPHIPOULOS, HELP-FORWARD, Greece</td>
</tr>
<tr>
<td>Socio-Economic Sciences &amp; the Humanities</td>
<td>Ülle MUST, Archimedes Foundation, Estonia</td>
</tr>
<tr>
<td>Space</td>
<td>Constantine VAITSAS, HELP-FORWARD, Greece</td>
</tr>
<tr>
<td>Security</td>
<td>Constantine VAITSAS, HELP-FORWARD, Greece</td>
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16:00 – 16:30 **Coffee break**

16:30 – 16:55 **Overview of the Programme CAPACITIES**

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<tr>
<th>Area</th>
<th>Speaker/Institution</th>
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<tbody>
<tr>
<td></td>
<td>Derviş Fikret UNAL, TUBITAK EU Framework Programmes National Coordination Office, Turkey</td>
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</tbody>
</table>

16:55 – 17:20 **Overview of the Programme IDEAS**

<table>
<thead>
<tr>
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<th>Speaker/Institution</th>
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<tbody>
<tr>
<td></td>
<td>Ülle MUST, Archimedes Foundation, Estonia</td>
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</tbody>
</table>

17:20 – 17:45 **Overview of the Programme PEOPLE**

<table>
<thead>
<tr>
<th>Area</th>
<th>Speaker/Institution</th>
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<tbody>
<tr>
<td></td>
<td>Anna PIKALOVA, State University – Higher School of Economics, Russia</td>
</tr>
</tbody>
</table>

17:45 – 18:00 **Q&A session, Discussion and Wrap-up**

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<tbody>
<tr>
<td></td>
<td>Epaminondas CHRISTOPHIPOULOS, HELP-FORWARD, Greece</td>
</tr>
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</table>

**Day 2: 16 October, 2008**

Details of the FP Participation Processes: sharing information and best practice for NIP activity (room 309)

10:00 – 10:20 **Writing a Successful Proposal**

<table>
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<th>Area</th>
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<tr>
<td></td>
<td>Epaminondas CHRISTOPHIPOULOS, HELP-FORWARD, Greece</td>
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</tbody>
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10:20 – 10:40 **Proposal Submission**

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<tr>
<td></td>
<td>Derviş Fikret UNAL, TUBITAK EU Framework Programmes National Coordination Office, Turkey</td>
</tr>
</tbody>
</table>

10:40 – 11:00 **Proposal Evaluation**

<table>
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<tr>
<th>Area</th>
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<tbody>
<tr>
<td></td>
<td>Gianluca ROSSI, APRE, Italy</td>
</tr>
</tbody>
</table>

11:00 – 11:30 **Coffee break**
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
<th>Presenter/Institution</th>
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</thead>
<tbody>
<tr>
<td>11:30 – 12:00</td>
<td><strong>Negotiations with the Commission</strong></td>
<td>Constantine VAITSAS, HELP-FORWARD, Greece</td>
</tr>
<tr>
<td>12:00 – 13:00</td>
<td><strong>Project Implementation</strong></td>
<td>Petra REITER, FFG, Austria</td>
</tr>
<tr>
<td>13:00 – 14:30</td>
<td>Lunch</td>
<td></td>
</tr>
<tr>
<td>14:30 – 15:00</td>
<td><strong>Intellectual Property Rights</strong></td>
<td>Monica HJERTMAN, VINNOVA, Sweden</td>
</tr>
<tr>
<td>15:00 – 15:30</td>
<td><strong>Legal Issues</strong></td>
<td>Monica HJERTMAN, VINNOVA, Sweden</td>
</tr>
<tr>
<td>15:30 – 16:00</td>
<td><strong>Financial Rules</strong></td>
<td>Anne PARK, Archimedes Foundation, Estonia</td>
</tr>
<tr>
<td>16:00 – 16:30</td>
<td>Coffee break</td>
<td></td>
</tr>
<tr>
<td>16:30 – 17:30</td>
<td><strong>IncoNet EECA, WP4: Support to EECA- NCP's/NIP's</strong></td>
<td>FFG, Austria (Room 309)</td>
</tr>
<tr>
<td>17:30 – 18:30</td>
<td><strong>IncoNet EECA, WP4: Opportunities for Russian NIP's</strong></td>
<td>FFG, Austria (Room 309)</td>
</tr>
<tr>
<td></td>
<td><strong>IncoNet EECA, WP4: EECA NIP activities</strong></td>
<td>VINNOVA, Sweden / HELP-FORWARD, Greece (Room 327K)</td>
</tr>
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</table>

**Day 3: 17 October, 2008 (room 311)**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
<th>Presenter/Institution</th>
</tr>
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<tbody>
<tr>
<td>10:00 – 11:30</td>
<td><strong>Mobility of researchers: prospects for cooperation and Russian initiatives</strong></td>
<td>Sergei LEBEDEV, Ministry of Education and Science of the Russian Federation (TBC)</td>
</tr>
<tr>
<td>10:00 – 10:30</td>
<td><strong>Federal Goal-Oriented Programme</strong></td>
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<td></td>
<td><strong>“S&amp;T and Education Manpower for Innovative Russia” for 2009-2013</strong></td>
<td></td>
</tr>
<tr>
<td>10:30 – 11:30</td>
<td><strong>National Network of Regional Information Centres on mobility of researchers in Russia</strong></td>
<td>Anna PIKALOVA, State University – Higher School of Economics, Russia Regional representatives (TBC)</td>
</tr>
<tr>
<td>11:30 – 12:00</td>
<td>Coffee break</td>
<td></td>
</tr>
<tr>
<td>12:00 – 13:30</td>
<td><strong>Strategic and operational issues of NCP/NIP activity, networking among NCPs/NIPs</strong></td>
<td>Karin HJORTH RYBBE, VINNOVA, Sweden</td>
</tr>
<tr>
<td></td>
<td><strong>Infodays, promotion and brokerage events; information dissemination; advise to proposers; NCP/NIP office running</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Support to partner search and partnering</strong></td>
<td>Gianluca ROSSI, BIO &amp; INCO NCP, APRE, Italy</td>
</tr>
<tr>
<td></td>
<td><strong>INCO-Wiki and Intercultural Communication in research and technology projects</strong></td>
<td>Cornelia SCHNEIDER, EU-Bureau of the Federal Ministry of Education and Research, PT-DLR, Germany</td>
</tr>
<tr>
<td>13:30 – 14:00</td>
<td><strong>Q&amp;A session, Discussion and Wrap-up</strong></td>
<td>Epaninoudas CHRISTOPHILOPOULOS, HELP-FORWARD, Greece</td>
</tr>
<tr>
<td>14:00 – 15:00</td>
<td>Lunch</td>
<td></td>
</tr>
</tbody>
</table>

Agenda

IncoNet EECA, WP4 - Supporting the NCP’s/NIP’s in the EECA-countries
16 October 2008, 16:30 – 18:30 o’clock, **Room**
hosted by
Higher School of Economics, Moscow

Welcome to EECA-NCP’s
by Higher School of Economics, Anna PIKALOVA, [position](#), and
Austrian Research Promotion Agency/FFG, Sabine HERLITSCHKA, Director of European
and International Programmes of FFG

Part I: WP4 of the IncoNet EECA – Project: Supporting the NCP’s /NIP’s in the
EECA-countries
Sabine HERLITSCHKA, FFG

The review of NCP-structures
Sabine HERLITSCHKA, FFG

4 Training Workshops
Petra REITTER, FFG

Networking among EECA and EU NCP’s
Ralf KONIG, FFG

Part II: Implementation in different EECA-regions:

Implementation in Russia, **Room**

Implementation in Ukraine, Belarus, Moldova Armenia, Azerbaijan, Georgia,
Kazakhstan, Uzbekistan, Kyrgyzstan, Tajikistan, Turkmenistan, **Room**

Closing: Reception at Higher School of Economics

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The IncoNet EECA is funded by the European Commission from FP7/INCO.

[http://www.inco-eeeca.net/](http://www.inco-eeeca.net/)  
### 9.4 Annex 4: List of Participants of the InContact Workshop resp. the WP4/IncoNet EECA Workshop

#### EECA NIPs

<table>
<thead>
<tr>
<th>Participant name</th>
<th>Position and affiliation</th>
<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Siyavush AZAKOV</td>
<td>Head of the office of National Information Point of 7th European Framework Programme in Azerbaijan</td>
<td>Azerbaijan</td>
</tr>
<tr>
<td>2. Olga MEEROVSKAYA</td>
<td>Academic Secretary, Belarusian Institute of System Analysis and Information Support of Science and Technical Sphere; National Coordinator of FP7 CPs, Mobility &amp; INCO NCP</td>
<td>Belarus</td>
</tr>
<tr>
<td>3. Kamila MAGZIEVA</td>
<td>Director of Independent Expert Consulting Board InExCB-Kz</td>
<td>Kazakstan</td>
</tr>
<tr>
<td>4. Jyldyz BAKASHOVA</td>
<td>Director of National Library of Kyrgyz Republic</td>
<td>Kyrgyz Republic</td>
</tr>
<tr>
<td>5. Anara SATYLKANOVA</td>
<td>National Library of Kyrgyz Republic</td>
<td>Kyrgyz Republic</td>
</tr>
<tr>
<td>6. Elena SEVERIN</td>
<td>Senior Specialist, Department of European Integration and International Cooperation, Academy of Sciences of Moldova</td>
<td>Moldova</td>
</tr>
<tr>
<td>7. Levon ASLANYAN</td>
<td>Head of Dept, Institute for Informatics and Automation Problems, ICT and INCO NCP</td>
<td>Republic of Armenia</td>
</tr>
<tr>
<td>8. Anahit KHACHIKYAN</td>
<td>International S&amp;T Programmes UNIT , National Academy of Sciences of RA</td>
<td>Republic of Armenia</td>
</tr>
<tr>
<td>9. Ilhom MIRSAIDOV</td>
<td>Society for Development of Scientific Cooperation (SODESCO); National Contact Point in Tajikistan for EU Framework Programs</td>
<td>Tajikistan</td>
</tr>
<tr>
<td>10. Olena KOSTETSKA</td>
<td>National Information Point</td>
<td>Ukraine</td>
</tr>
<tr>
<td>11. Rustam SAIDOV</td>
<td>Director of Indo-Uzbek Center for Promotion of Science and Technology Cooperation</td>
<td>Uzbekistan</td>
</tr>
</tbody>
</table>

#### Russian NIPs

<table>
<thead>
<tr>
<th>Name</th>
<th>NIP</th>
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<tbody>
<tr>
<td>12. Alina NEKRICH</td>
<td>Environment</td>
</tr>
<tr>
<td>13. Elena CHERENKOVA</td>
<td>Environment</td>
</tr>
<tr>
<td>14. Natalia SAPOZHNKOVA</td>
<td>SSH</td>
</tr>
<tr>
<td>15. Anastasiya GUROVA</td>
<td>SSH</td>
</tr>
<tr>
<td>16. Marine MELKONYAN</td>
<td>Nanotechnology</td>
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<tr>
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<td>Name</td>
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<td>17.</td>
<td>Marc MURASHEV</td>
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<tr>
<td>18.</td>
<td>Evgeny ANDREEV</td>
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<tr>
<td>19.</td>
<td>Natalia MIROSHNICHENKO</td>
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<td>20.</td>
<td>Alexandra SAVELIEVA</td>
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<td>21.</td>
<td>Leonid Gokhberg</td>
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<td>22.</td>
<td>Anna Pikalova</td>
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<td>23.</td>
<td>Svetlana Knyazeva</td>
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<td>24.</td>
<td>Sergey Korolev</td>
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<td>25.</td>
<td>Alexander VOROTNIKOV</td>
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<td>26.</td>
<td>Elena TARASOVA</td>
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<td>27.</td>
<td>Pavel MAKAREVICH</td>
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<td>28.</td>
<td>Alexandra YUTANOV</td>
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<td>29.</td>
<td>Elena CHISTYAKOVA</td>
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<td>30.</td>
<td>Irina SHAROVA</td>
</tr>
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<td>31.</td>
<td>Vladimir ERYOMIN</td>
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<tr>
<td>32.</td>
<td>Elena SOKOLOVA</td>
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<td>33.</td>
<td>Alexander SYROV</td>
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<td>34.</td>
<td>Olga OBRAZTSOVA</td>
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<td>35.</td>
<td>Alexander LARCHIKOV</td>
</tr>
<tr>
<td>36.</td>
<td>Pending decision</td>
</tr>
</tbody>
</table>
9.5 Annex 5: Presentation “Introduction to WP4/ IncoNet EECA Project”

**Background**

- **FP6:**
  - INCO – 1864 Third Country: Research teams /166 projects
  - 280 Mio EUR for integrating Third countries in core activities of FP6 – only appr. 80 Mio EUR spent

- **FP7:**
  - Wide participation of Third Country/ECCA teams possible and encouraged in the core activities of FP7
  - New orientation of the INCO programme, INTAS phased out
  - Challenge: How to take advantage of the potential

**Starting Point for INCONET EECA**

---

**Our Motivation...**

Interest in strong partners from EECA to work on basis of mutual benefits in joint projects

 therefore

Experienced partners in the INCONET EECA project will contribute with their experience, coach and help to identify potentials for future developments in EECA

Coordination:

George Bonas, International Centre for Black Sea Studies, GR

**Key competencies of EU Task Leaders**

| FFG, Austria | Long standing experience with cooperation with EU (13 FP projects)
|             | Evaluation/review experience
|             | Long standing experience with trainings in new Member States, EU

| Help Forward, Greece | Long standing experience with cooperation with EU and Cascades (IP projects)
|                      | List of trainings in EECA
|                      | and more...

| Vinnova, Sweden | Long standing experience with cooperation with EECA
|                | List of trainings in EECA
|                | and more...

---

**Tasks of WP4 in INCONET EECA**

1. Development of concepts and instruments:

   - Survey among all EECA NCPs
   - Interview guide for the assessment
   - Training concepts for each EECA region
   - Concept for the networking among EECA-EU NCPs/NIPs

   **Partners:** FFG, NIP Ukraine (lead)

   Help Forward, Vinnova, Higher School of Economics, Azerbaijan National Academy of Sciences, FP7 Contact Point from Kazakhstan, German Aerospace Center

2. Implementation in the EECA:

   - Review of NCP/NIP structures (Interviews)
   - Recommendations to EECA decision makers how to strengthen NCPs structures (Workshops)
   - Training workshops of 3 days
   - Training Visits of one week of EECA NCPs at EU NCPs
   - Consultation of EECA NCPs/NIPs by EU NCPs

   **Partners:**

   Azerbaijan National Academy of Sciences, FFG, FP7 Contact Point from Kazakhstan, German Aerospace Center, Help Forward, Higher School of Economics, NIP, Vinnova
WP4: Capacity building of NCPs/NIPs to implement FP7

- Training
  - Training workshops in EECA
  - One week training visit of EECA NCPs/NIPs at EU NCPs
- Networking EECA - EU NCPs
  - Participation in NCP meetings
  - Synergies with FP7 NCP projects
- Review of EECA NCP/NIP structures
  - Interviews
  - 4 Reports with recommendations to decision makers
  - Workshops for decision makers in EECA countries

**Timetable:**

**Capacity Building: TRAINING**
- Training Workshops: May 2009
- Training visits: Autumn 2009

**Capacity Building: NETWORKING**
- Special EECA session at the occasion of the NCP coordinators meeting in Spring 2009

**Timetable:**

**Capacity Building: ASSESSMENT**
- Interviews: November 2008 – March 2009
- Drafting of reports with recommendations to decision makers: April 2009
- Workshops for decision makers: May 2009

Any questions?

Ralf König
Head of Unit
Programm Manager
Unit for International Cooperation, Mobility, ERC
Division of European & International Programmes (EIP)

Sabine Heilicherka
Coordinating NCP Austria
Director - Division of European & International Programmes (EIP)

FFG – Austrian Research Promotion Agency

http://m7.ffg.at
9.6 Annex 6: Presentation “Training Concept for EECA regions”

Overview of outcomes of the survey:

**TRAINING**

A mixed, but rather experienced target group

Trainings for newcomers AND advanced level

Some training groups maybe too large

Mixed attitudes towards a sharing of experiences

---

INCONET EECA
WP4: Supporting NCP/FP-Contact Points in the EECA countries
Training concept for EECA Regions
Moscow, 16 October 2008

Petra Reiter
Research Promotion Agency, European and International Programmes
Conclusions

- Unequal, sometimes large target groups for the trainings
  - Need to limit participants to NCP-related staff
- Target groups not fully coherent
  - Some newcomers and many advanced persons
- Clear preferences regarding the content
  - Planning of costs, financial statements, budget transfer and audits a priority for all
  - ETPO, IMM, ERANET a priority for Russian, Ukrainian, some Belarussian and the Moldovan NCP's
  - Evaluation and selection procedures

Parameters for the training workshops

- Tailored for the target group
- Interactive, with practical exercises to deepen new knowledge
- Practical knowledge which can be applied immediately after the training in daily life
- Setting of priorities - "less is more"
- Enough time for questions and enough breaks
- In-built redundancies enabling participants to grasp new knowledge

Responsibility for the training

- FFG, AST (Austrian Science and Technology Agency)
- MAP-FORWARD, GR/EP (Ukraine, GA)
- Russia, Eastern Europe
- Caucasus, Central Asia
- VEBERCA, IN-Independent Expert Consulting Panel to Promote Scientific Research Activity in Azerbaijan

Contact:

Petra Reiher
FFG – Austrian Research Promotion Agency
European and International Programmes (EIP)
Unit for International Cooperation and Mobility
Tel.: +43 (0)5-7755-4695
E-Mail: petra.reiher@fg.at
http://ffg.at

D4.4 Annual Report on activities of networking with EU NCPs
9.7 Annex 7: Presentation “Networking among EECA and EU NCPs/NIPs”

WP4: Supporting NCP/FP-Contact Points in the EECA countries
Networking among EECA NCPs/NIPs and EU NCPs

Ralf König
European and International Programmes (EIP)
FFG – Austrian Research Promotion Agency

Outcomes of the survey

NETWORKING

Attendance of NCP meetings: 53.6% attend

Aims of the networking

- To raise the awareness of EU NCPs for their EECA colleagues and the potential for cooperation
- To increase the visibility of EECA NCPs in EU
- To increase the visibility of the EECA RTD potential
- To support individual bilateral contacts
- To enable EECA NCPs so far not attending meetings in Brussels to attend

Proposed activities

- To organise a short presentation of each EECA NCP of total ca. 30 min. during regular NCP meetings as part of core NCP meeting agenda
  - Introduction by FFG PPT NCP Coordinator
  - To offer EECA NCPs the opportunity to present shortly themselves (their organisations/countries)
- To organise in breaks of and after the regular NCP meetings a small exhibition of EECA NCPs in a separate room
  - Socialising and networking
  - Promotion of EECA countries and its RTD potential/capacity
  - Sharing of experiences between EU and EECA NCPs/countries
  - Desk for each EECA NCP

Networking: nearly 45% of EECA NCP’s lack well established contacts to EU-NCPs
**Approximate timetable**

- Spring 2009 – Meeting of NCP Coordinators
- Autumn 2009 – Meeting of Thematic NCPs
- Spring 2010 – Meeting of Thematic NCPs
- Autumn 2010 – Meeting for Thematic NCPs

If possible (depending on remaining project budget)

- Spring 2011 – Meeting of Thematic NCPs

* Decision about the selected thematic areas will be taken by the EECA NCP Coordinators on the spring meeting in 2009.

---

**Summary**

- Agreement that those NCPs should receive funding which currently do not have any national funding available in order to attend regular thematic NCP meetings in Brussels
- Clarification during interviews
- Decision about thematic EECA NCP networking meetings on spring meeting of EECA NCP Coordinators in spring 2009

---

**Next steps**

- IncoNet-EECA NCP networking approach is supported by the European Commission
  - Clarification on the NCP Coordinators meeting in Paris, 2-3 October 2008
  - Detailed planning will start now
  - Planning for the 2nd meeting in autumn 2009 will start in spring 2009

---

**Any questions?**

Rolf König
Head of Unit

Petra Reiber
Programme Manager

Unit for International Cooperation, Mobility, ERC
Division of European and International Programmes (EIP)

Sabine Herlitschka
Coordinating NCP Austria
Director – Division of European and International Programmes (EIP)

FFG – Austrian Research Promotion Agency
http://mp7.ffg.at

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D4.4 Annual Report on activities of networking with EU NCPs
Page 25 of 28
9.8 Annex 8: Presentation “Review of NCP/ NIP structures in EECA”

**Steps and Timetable for the review**

- Survey (June 2008)
- Interviews of EECA NCPs/NIPs (November 2008 – March 2009)
- Analytical report per region (April 2009)
- Workshops for decision makers in EECA countries (May 2009)

**Outcomes of the survey among EECA NCPs/NIPs**

Some selected examples

**What is the purpose of the review?**

- To identify potential for development
- To describe and present the potential for development
- To contribute in a positive way to the future development

**Purpose is NOT:**

- To criticise
- To judge individuals

**What does the interview guide comprise?**

- Chapter 1: The organisational framework
- Chapter 2: Target groups
- Chapter 3: NCP activities
- Chapter 4: Networking and cross-linking
- Chapter 5: Monitoring of success/ Self-monitoring

**Many experienced NCPs/NCP-organisations...**
app. 50% of NCPs lack national funding...

Nearly 70% of NCPs submit annual reports...

Many NCPs - already evaluated by an external body

The majority of contracting bodies expects an increased performance for FP7

EECA NCPs/NIPs ambitious for FP7

Conclusions...

- WP4-Partners involved – experienced and committed
- EU Task leaders – openminded, without prejudice
- EECA NCPs/NIPs – well informed and cooperative
- Excellent basis for cooperation and work ahead