

INCONTACT FINAL REPORT



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1. Publishable summary (4 pages)

INCONTACT-one world aimed at stimulating closer co-operation among INCO NCPs. Within the framework of this closer cooperation, INCO NCPs work together to substantial and constantly improve the overall quality of NCP services in the field of International Cooperation. The positive effect of these efforts is not limited to the NCP network alone but is in fact the international research community who ultimately benefits from the heightened level of services offered by the network.

In this direction INCONTACT-one world utilised practical tools to achieve its objectives:



- **Annual INCO NCP conferences** were organised giving the opportunity for personal communication, NCP training, discussion of global science policy issues and presentation of research capacities from ICPC countries.
- **INCO-Wiki, the Online Encyclopaedia on International Cooperation** offering more complete and practical information to the INCO NCPs/NIPs, acting as tool for the transfer of knowledge and best practices on International Cooperation, and finally, being a publishing hub for information and news.
- **Special trainings** for the professional development of the NCPs.
- A two-way communication channel with all the thematic NCPs is set for facilitating the information flow on specific aspects of International Cooperation.
- Free **communication and networking tools** have been studied and suggested for use.
- **A global dialogue on Scientific policy** has been initiated aiming to provide sound proposals to the EC.
- **Local FP7 information events** are organised around the globe aiming to increase awareness on FP opportunities.
- **An NCP support mechanism** has been established to provide initial support to newly assigned INCO NCPs.

INCONTACT-one world was in the service of all the INCO NCPs and all are encouraged to participate in the project activities, meetings and discussions.

1.1 Project activities - Work performed

During the 48 months of the project all the objectives have been achieved, enabling closer networking between the INCO NCPs, transfer of know-how, capacities improvement and greater visibility of the INCO NCP network. The flagship accomplishments are:

- The organisation of **4 INCO Conferences** (Athens, Johannesburg, Bonn, Marseille).
- The organisation of **22 FP7 Infodays** outside the European Union.
- The delivery of **4 central INCO NCP trainings** and several regional in cooperation with other initiatives.
- The utilisation of modern and alternative communication tools (infographics, albums, social media)
- The continuation of a global dialogue addressing the views of third countries towards FP7.

- The creation of an information exchange communication platform with the Thematic NCPs (the INCO Tool).
- The continuous enrichment of the INCO-Wiki that has become an information hub.
- The twinning scheme with newly established INCO NCPs.
- An open cooperation attitude with other projects and NCP networks.

A brief description of the main INCONTACT activities is following:

» INCO Conferences (Athens 2010, Johannesburg 2011, Bonn 2012, Marseille 2014)

One of the flagship events of INCONTACT has been the annual conferences targeted primarily at European and third country international cooperation NCPs, providing an excellent forum for a plethora of activities. The conferences proved to be a great platform for raising awareness on International Cooperation, sharing best practices, interacting with DG R&D and, naturally, for networking.

The annual conferences also attracted a large number of partners involved in the various projects funded through the International Cooperation Activities of the Capacities Programme, and provided an excellent networking opportunity for all those with an interest in international cooperation in S&T. Whilst EU member states and associated country NCPs have the opportunity to meet their peers and FP7 officials on a regular basis (e.g. at NCP meetings, brokerage events, etc.), third country Contact Points lack these opportunities and can be relatively isolated. This activity fulfils an important requirement in this regard.



Group picture of the 3rd INCO Conference in Bonn

At these conferences it has become also customary to organise a series of project meetings of the various international cooperation projects immediately preceding or following the conference, to take advantage of the presence of numerous third country contact points as well as project partners, thus rationalising on project budgets. This also helps to boost the attendance and value of the conferences.

» Organisation of 22 FP7 Infodays

Awareness in third countries about FP7 was increased through the organisation of 22 local events. The events were organised with the cooperation of local INCO NCPs, while synergies were established with INCONET and BILAT projects.

Infodays have been organised in Russia, Thailand, India, China, Egypt, South Africa, Kuwait, Qatar, Ecuador, the Dominican Republic, Japan, Thailand, Bolivia, Tunisia, Mexico, Argentina and Senegal.



» INCO NCP trainings

The objective of this task is to identify niche training needs that are not included in the typical program of a training seminar and intends to improve the overall professional qualifications of the NCPs. To make sure that the training contents could match the requests of the heterogeneous participants, the main topics of interest have been identified with a questionnaire, and a priority list has been prepared. During the project lifetime four trainings have been organised focusing on topics like Communication, Project Dissemination, IPR, Financial Management, Cultural Differences, the use of social media, etc. In addition many ad-hoc trainings have been organised in response to specific NCP requests.

» The INCO Tool

Since July 2010, a special support e-tool for the INCO NCPs, but also for the broader international community, was created to easily identify all INCO relevant calls through the different work programmes. The online database Information was hosted at www.archimedes.ee/incontact/topics. The calls dataset provided a simple way to find calls that are targeted to a specific country or countries. The FP7 calls and more specifically, the topics within the calls, could be filtered using different search criteria offering the unique opportunity for someone to look for specific targeted FP7 opportunities in specific countries or regions.

» NCP Twinning

The objective of this task was to provide support to new third country INCO NCPs in order to make them operational in the INCO NCP community. Moreover, and besides the formal twinning process, tailor-made assistance is provided to other NCPs.

A sample MoU for the twinning scheme was drafted and published to the INCO-Wiki. The one page document describes the offered cooperation framework and the services provided to third country NCPs. The service is open to all newly established third country NCPs. A formal twinning was established with Ecuador and Bolivia (both countries are not participating in other INCONET activities), while assistance and trainings were organised for several other NCPs.

» Regional Dialogue Platform (RDP) for FP7

The RDP serves to support, in 'standby mode', the established EU-third countries policy platforms. It has been a venue for informal exchange of information, for testing joint ideas and initiating activities; it has served as a forum (focus group) for discussion of S&T priorities for EU-third countries and their S&T collaboration within the EU Framework Programmes for Research and Technological

Development (FP). RDP has also served as a tool to identify the research based knowledge within the policy dialogues. The final report produced by RDP sketches the views of several world regions towards the EU RTD framework programs.



Project Communication

The project is mainly aiming to serve the needs of the INCO NCPs, thus the primary objective is to sufficiently communicate the project's activities and capacities inside the INCO NCP network. However, project news and deliverables were communicated to a broader circle of stakeholders including EC staff, Thematic NCPs, Project Coordinators, and International Cooperation experts.



The project has utilised the traditional communication tools (newsletters, articles, etc), in addition to having a strong presence in social media (Twitter, LinkedIn, YouTube). New tools have also been utilised to reach a broader community and the society in general. For example, INCONTACT has produced two interactive infographics presenting the international cooperation dimension in the FP programs, and a photo album presenting in a visually appealing way, the necessity for International Cooperation in research.

An equally important activity is the representation and communication of the INCO NCP network. Through the INCONTACT project the INCO NCPs have a strong voice in consultations, committees, and official events and become a recognizable network within the FP7 community.

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2. Project objectives

The 2 main objectives of the project were to:

- » Reinforce and sustain the network of INCO NCPs through trainings and networking tools
- » Raise global awareness on Horizon 2020

The overall project objective for 1st project period was to establish a strong network of the INCO National Contact Points as focal information point of all activities running in FP7 with regard to 3rd country participation. Networking was therefore the main task of INCONTACT - and its main challenge.

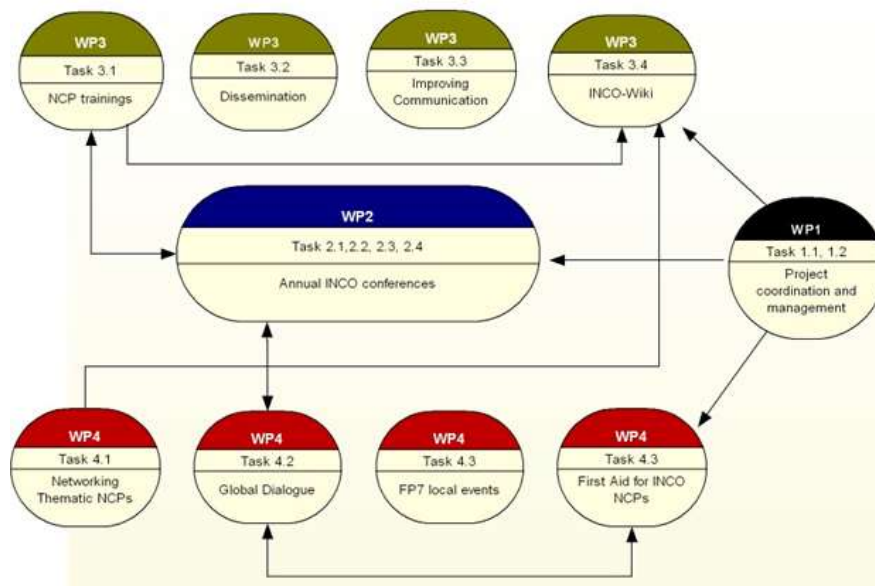
The overall project objective for the 2nd project period was to enforce the network of the INCO National Contact Points, to increase its service provision capacity, and to underline the key role of the network providing information on the FP7 international activities.

The overall project objective for the final project period was to enforce the network of the INCO National Contact Points, to increase its service provision capacity, and to underline the key role of the network providing information on the upcoming Horizon 2020 international activities.

These objectives have been achieved by the use of specific tools:

- The annual INCO NCP meetings have been giving the opportunity for personal communication, NCP training, discussion of global science policy issues, and presentation of specific research capacities from ICPC countries.
- The INCO-Wiki, following the functionality of a Wiki, is continuously enriched becoming a tool for the transfer of knowledge and best practices on International Cooperation. In parallel it has proved to be a valuable tool for publishing information.
- Special trainings for the professional development of the NCPs.
- A communication platform with all the thematic NCPs has been set and an e-platform has been developed to facilitate the information flow on specific aspects of International Cooperation (for instance the SICA calls).
- Free communication and networking tools (like Facebook) have been studied and suggested for use to the INCO NCPs. A [Twitter account](#) and a [LinkedIn Group](#) have been created for the INCO community.
- A global dialogue on Science policy was initiated and has now concluded, recording the needs of international partner countries and providing sound proposals to the EC.
- Several local FP7/Horizon2020 information events have been organised around the globe aiming to increase awareness on FP opportunities.
- An NCP support mechanism has been established to provide initial support to newly nominated INCO NCPs.
- Several new dissemination tools have been utilised to further support the International Dimension of the Framework Programs. An [interactive infographic](#) and an [album](#) have been produced in order to effectively pass the message to the society.
- A main challenge for this final project period was to prepare the INCO NCPs for the new Framework Program, and several activities were organised towards this direction.
- Finally, it is underlined that INCONTACT-one world is serving all the INCO NCP network. All INCO NCPs are reimbursed to participate in project events and all INCO NCPs are constantly encouraged to participate in all the project parallel activities, meetings and discussions.

INCONTACT-one world (PERT diagram)



The work planning for the project was performed according to the approved technical Annex 1, with only minor deviations.

During this first period of the project all the objectives have been achieved, enabling closer networking with ICPC NCPs, transfer of NCP know-how, and capacities improvement:

- The organisation of the 1st INCO Conference in Athens
- The organisation of FP7 infodays outside the European Union.
- One central INCO NCP training and several regional
- The initiation of a global dialogue towards FP7
- The creation of a communication hub with the Thematic NCPs
- The enrichment of the INCO-wiki



During the second period of the project all the objectives have been achieved, enabling closer networking between the INCO NCPs, the transfer of NCP knowledge, and capacities improvement:

- The organisation of the 2nd INCO Conference in Johannesburg, South Africa.
- The organisation of the 3rd INCO Conference in Bonn, Germany.
- The organisation of 9 FP7 infodays outside the European Union.
- One central INCO NCP training and several regional trainings
- The continuation of a global dialogue addressing the views of third countries towards FP7
- The creation of an information exchange communication platform with the Thematic NCPs (the INCO Tool)
- The enrichment of the INCO-wiki
- The twinning scheme with the INCO NCPs
- The implementation of 2 regional dialogue meetings



During these final 12 months of the project all the objectives have been achieved:

- The organisation of the 4th INCO Conference in Marseille, France.
- The organisation of 3 FP7 infodays outside the European Union.
- One central INCO NCP training and several regional trainings
- The continuation of a global dialogue addressing the views of third countries towards FP7
- The creation of an information exchange communication platform with the Thematic NCPs (the INCO Tool)
- The enrichment of the INCO-Wiki
- The twinning and support scheme with the INCO NCPs
- The implementation of 1 regional dialogue meeting
- The production of added value and high visibility communication products and tools (Photo Album, Infographics, Twitter, LinkedIn)



Horizon 2020" info day in Santo Domingo, 21 of October 2013.

A detailed description of the work performed can be found in the following sections.

3. Work progress and achievements

3.1 Work Package 2: INCO Conferences – “Supporting Research Integration”

Despite the plethora of various communication tools, interpersonal communication is acknowledged as an indispensable tool with regards to efficient exchange of information and establishing successful collaborations. However, the lack of funding usually hinders the participation of the third country NCPs in the annual NCP meetings or in other European events. The organisation of the INCO conferences and the available funding for all the INCO NCPs has been offering a unique opportunity for high-attendance universal NCP meetings.

The ultimate goals of the INCO Conferences have been to draw attention to the international character of FP7 and to encourage participation by more researchers from Africa, Latin America, Asia and the rest of the world.

The first INCO Conference took place in Athens in 2010, with a regional focus on the research policy environment and opportunities in the Arabian Peninsula. The second INCO Conference was held in Johannesburg in September 2011 focusing on the Sub-Saharan area, while the third conference in Bonn (June 2012) drew attention on South-East Asia. The 4th INCO Conference took place on 17-19 June 2013 in Marseille, France. The event focused on the future of international cooperation in Research and Innovation in Horizon 2020. The event displayed two geographical focuses: Latin-American and the Caribbean, and Mediterranean Partner Countries.

3.1.1 1st INCO Conference “Supporting Research Integration”, Athens (Task 2.1)

According to the work plan the 1st, of the 4 in total, INCO conference was organised in Athens at 9-10 June 2010.

Despite the plethora of various communications tools, interpersonal communication is acknowledged as a valuable indispensable tool with regards to efficient communication and for the establishment of successful collaborations. However, lack of funding and the extensive travelling costs in most cases hinder the participation of the NIPs at the INCO NCP meetings or in other events in Europe.

The objective of this 1st INCO Conference was to improve the communication between INCO NCPs. Moreover, an equally important aspect is to build strong communication channels between ICPC INCO NCPs and the EC with the aim to further foster the utilisation of the Commission’s tools for International Cooperation.

As it was planned the participation of all the INCO NCPs was (financially) supported by INCONTACT.

It should be also noted that the organisation of an official conference on International Cooperation that will host the annual INCO NCP meeting was unique experiment and initially questioned experiment in the NCP community. It is also the first case that ALL the officially nominated NCPs will be invited and financially supported to participate (in all the thematic areas only the EU NCPs receive financial support).

Athens Conference Concept

The recent economic crisis has underlined again the need to invest on a knowledge based economy and highlighted the need for global action. Global action is also a necessity for addressing several challenges (environmental, health, societal, etc) that require immediate attention.

Addressing this need of an interconnected world, the European Union has invested in the development of the International Scientific Cooperation (INCO) over the last 25 years to address the needs and opportunities, and to contribute to peace and prosperity for European citizens. The European Commission

(EC) has specifically come forward with a Communication (A Strategic European Framework for International S&T Cooperation) that identifies general principles and specific orientations for action: to strengthen the international dimension of the European Research Area (ERA); to improve the framework conditions for international S&T cooperation; and to promote European technologies in the world.

In this context, the EU has opened to Third countries the Framework Program (FP), its main central funding instrument for scientific research. The current Framework Program, is the seventh (FP7), which lasts from 2007 through 2013. To maximise impact, funding for international research activities is spread throughout the various activities of the 7th Framework Programme, with minimum exceptions, while the INCO program is specially designed to support the participation of third countries in FP7.

The objective of this 1st INCO Conference was to:

- outline the frame for International Scientific Cooperation
- discuss the INCO supported activities in FP7,
- collect the views of third countries towards FP7,
- examine the experience and lessons gained of the INCO activities in third countries.

Athens INCO Conference preparation

The organisation of a massive event with more than 150 participants and the reimbursement of more than 50, the drafting of a week's program (including the parallel event) and especially of the 2-day conference, the special requirements in accommodation and social events, required the extensive work of a 7-people team that had worked for a period of 5 months. Moreover, it was deemed necessary and approved by the EC scientific officer the use of a specialised subcontractor to provide assistance in the organisation of conference.

The main steps of the preparation process were:

- *Decision on the Conference objectives and focus.* That critical milestone was to have a meaningful event beyond the narrow project objectives. After brainstorming with the EC, an agreement was reached on the Conference Concept: "International Scientific Cooperation for addressing global Challenges" – with special focus on Arabic Peninsula.
- *Selection of speakers.* A number of international organization were identified and investigated for participation. A high level team of speakers was selected from Europe, USA and the Arabian Peninsula.
- *Drafting the conference agenda and the program of the parallel events.* The early announcement of the conference, the catholic gathering of all the stakeholders in INCO and the flexibility of the venue gave the opportunity for the organization of 8 parallel events: ENLACE project meeting, ENLACE experts meeting, UEMEXCYT project meeting, ACCESS2MEXCYT project meeting, SACCESS project meeting, INCONET-GCC project meeting, INCONTACT project meeting, INCO mid-term evaluation interviews with experts

Venue and other practicalities:

- A special 7-people task force was organized for dealing with all the conference organization issues:
 - Epaminondas: general coordination /speakers
 - Costantinos: overall support
 - Christina: VISA/Travel/Reimbursement/ contracts
 - Maria: subcontractor/venue/equipment/dinners/social programs
 - Vassiliki: venue/dinners/social programs

- Vassilios: Contracts/speakers
- Marnellou: Travel reimbursement
- VISA requirements for Third Countries. The process was relatively complicated due to Schengen VISA procedures and requested early registration from the participants.
- Travel arrangements for visitors (external subcontractor). FORTH has offered a full travel package and arranged hotel booking in a range of suggested hotels. Moreover, with the assistance of the subcontractor offered short holiday packages and dealt with any specific requests.
- Social program. A special social program was organized for the conference participants mainly for enhancing the communication of the NCPs.
- Security and Safety. A risk assessment was performed in order to identify and security and safety risks.
- Travel reimbursement. The reimbursement of the INCO NCPs and of the invited speakers was one of the most complicated issues. However, the process was explained in detail at the conference website clarifying eligibility issues, rules, and the process.

Athens INCO Conference: Outcome and Assessment (Deliverable 2.2)

As it was foreseen in the Technical Annex, the 1st INCO conference was assessed in order to identify any problems especially in view of the following INCO Conferences.

The “1st Conference on International Cooperation (INCO) – Supporting Research Integration”, held in Athens, was successfully concluded with the participation of more than 150 research policy makers ([check the participants list](#)) from 53 countries underlying the necessity of research cooperation at global level in order to address global challenges (societal, environmental, etc).

The conference aimed to highlight the global dimension of the 7th Framework Programme (FP7) as well as to stimulate the exchange of views and formation of a policy standpoint as regards to international research.

During the first day, the annual meeting of the European Commission (EC) with the INCO National Contact Points (NCPs) was held together with an exclusive training seminar. The second day was primarily focused on policy related issues of International Research Cooperation as well as on the views of Third Countries with regards to their involvement in the FP7. In addition, during the second day, experiences of International Cooperation projects funded by the EC under the FP7 were presented and extensively discussed.

More specifically, Dr. Leonidas Karapiperis, Special Advisor, DG Research, EC, stressed out that 75% of global research is made outside the EU, which by itself makes the connection of European Research Area (ERA) with the global research community a priority. He also underlined that European investments in research and technology are stagnant while Asian countries continue to grow and the US maintains higher investments. Finally, Dr. Karapiperis noted that ERA has six initiatives, namely the unification of the labor market for EU researchers, building world class research infrastructures and capacities, the effective coordination of programmes and priorities, the effective sharing of knowledge, building excellent research institutions and universities and opening the ERA to the world.

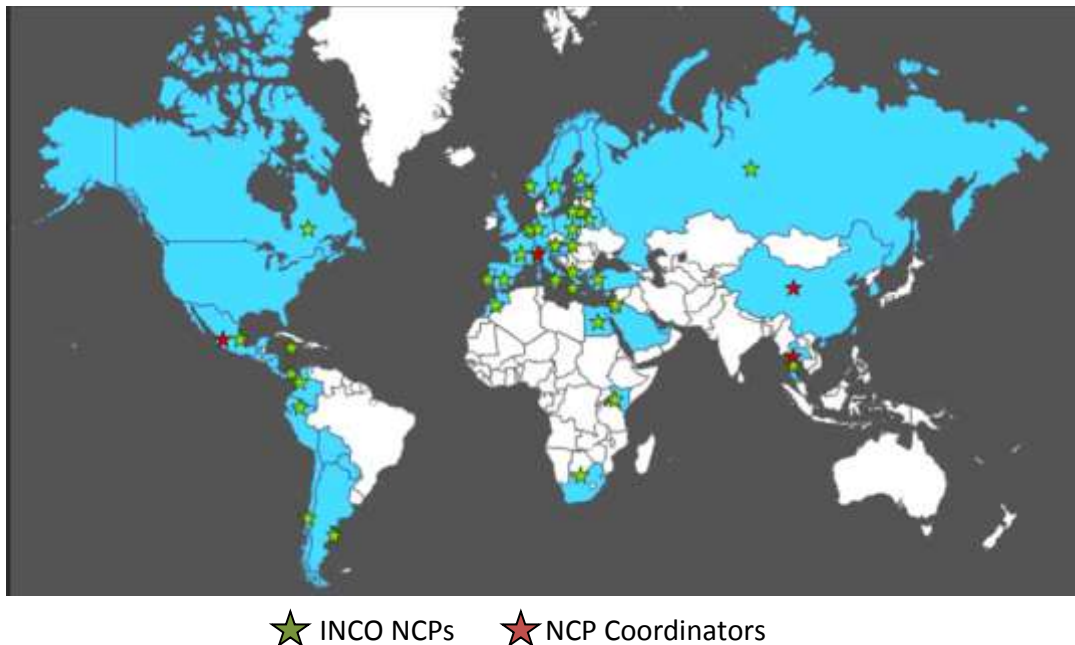
Apart from the international dimension of FP7, the Athens INCO Conference highlighted the scientific policies implemented by other countries or international organizations, while special focus was drawn on the Arabic Peninsula. Dr. David Stonner, Head of the Europe Office of the National Science Foundation (USA), pointed out the skepticism on behalf of American researchers as far as cooperating with researchers outside the US, despite the notable increase in this respect which is enhanced by initiatives funding international cooperation.

Global challenges require better design of the national research policies, argued Dr. Iain Gillespie, Head of Science & Technology, Policy Division, Directorate for Science & Technology, Organisation for Economic Co-operation and Development (OECD). He underlined that investments in Research & Technology in periods of financial crisis, make up the main factor for economic development and can seriously increase competitiveness and thus, it should not be viewed as unnecessary expenditure.

European researchers found interesting the opportunities for research cooperation opened in the Arabian Peninsula, which invests heavily in building research infrastructures, especially in the field of energy, desertification, water resource management as well as in addressing certain diseases. Extensive presentations followed by Dr. Samir Hamrouni, Senior Advisor, S&T, Dubai Institute of Technology (DIT)/ Technopark/United Arab Emirates and by Mr. Kenneth Wilson, Director, National Research Foundation, United Arab Emirates, highlighting certain activities in the Arabic Peninsula and specific opportunities in the field of international cooperation.

Athens Conference numbers

155 participants from 56 countries, 45 INCO NCPs or NCP coordinators.



- Besides the conference, the INCO NCP annual meeting and the INCO NCP training, 8 more parallel events took place:
 - ENLACE project meeting
 - ENLACE experts meeting
 - UEMEXCYT project meeting
 - ACCESS2MEXCYT project meeting
 - SACESS project meeting
 - INCONET-GCC project meeting
 - INCONTACT project meeting
 - INCO mid-term evaluation interviews with experts

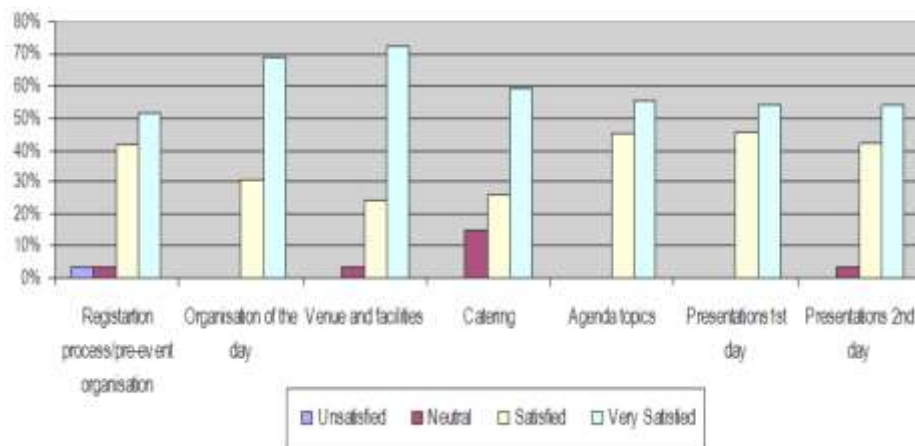
Conference participants assessment

Besides the positive feedback received by the participants, the EC and the speakers, an evaluation form (check attached files) was sent to the conference participants, for identifying any specific problems. 29 evaluation forms were collected in total and the vast majority of the participants expressed their satisfaction about the content of the conference, the quality of the speakers and the overall organisation.

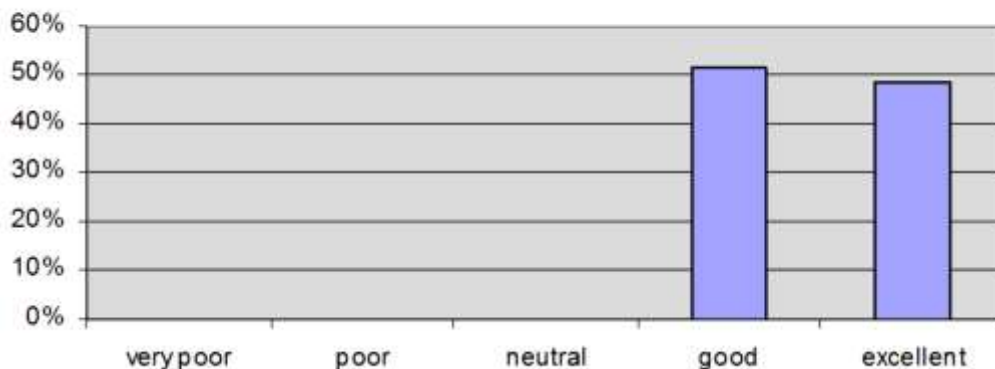
It is positive the feedback received for the Registration Process, the Overall Organisation, the Venue & Facilities, the structure of the Agenda, and the presentations.

The results of the evaluation forms are presented in the following graphs.

1st INCO conference - evaluation



Overall Evaluation of the 1st INCO Conference



All the support files can be found on the [INCOWiki](http://www.incowiki.com):

- Conference Agenda (check Attached files)
- Participants list (check attached files)
- Presentations (check attached files)
- Photos (check attached files)

Promotional Video: <http://www.youtube.com/watch?v=XAqlcXQsYyc>

3.1.2 The 2nd INCO Conference “Supporting Research Integration” – Pretoria /South Africa (Task 2.2)

According to the work plan the 2nd INCO conference, out of the 4 in total, was organised in Johannesburg, at 26-28 September 2011. The INCO Conference 2011 “International Research and Innovation Partnerships to meet Global Challenges” and the INCO NCP meeting and training workshop, took place on 27 and 28 September 2011 in Johannesburg, South Africa.

The theme for the 2011 conference revolved around issues of International Research and Development co-operation to address global challenges, with particular, but not exclusive, focus on African EU Science and Technology co-operation.

The first day (27/9) of the conference was open to stakeholders interested in international scientific cooperation and included several relevant topics. The second day of the conference (28/9) was open to the INCO NCPs only and hosted the annual INCO NCP meeting and a special INCO NCP training session.

Background

The economic crisis had underlined again the need to invest on a knowledge based economy and highlighted the need for global action. In addition, global action is a necessity for addressing several challenges (environmental, health, societal, etc) that require immediate attention.

Addressing this need of an interconnected world, the European Union has invested in the development of the International Scientific Cooperation (INCO) over the last 25 years to address the needs and opportunities, and to contribute to peace and prosperity for European citizens. The European Commission (EC) has specifically come forward with a communication (A Strategic European Framework for International S&T Cooperation) that identifies general principles and specific orientations for action: to strengthen the international dimension of the European Research Area (ERA); to improve the framework conditions for international S&T cooperation; and to promote European technologies in the world.

In this context, the EU has opened to Third countries the Framework Program (FP), its main central funding instrument for scientific research. To maximise impact, funding for international research activities is spread throughout the various activities of FP7, with limited exceptions, while the INCO program is specially designed to support the participation of third countries in FP7. The 2011 conference was organised at a time when Horizon 2020 was still under development, so was offering an opportunity for the role of international co-operation to be considered.

The objectives of the 2nd INCO Conference were to:

- Outline the policy for international S&T co-operation and global challenges,
- Examine the experiences of S&T partnership initiatives,
- Discuss International co-operation in the Common Strategic Framework for Research and Innovation.

Report

The South African Department of Science and Technology, in the framework of the INCONTACT project, hosted the 2nd INCO Conference "Supporting Research Integration", that was held on 26 – 28 September 2011, in Kempton Park, South Africa. The conference brought together National Contact Points (NCPs) of all countries participating in the European Union Seventh Framework Programme (FP7).

The conference sought to build capacity with regard to the European Union (EU) Seventh Framework (FP7) understanding and improving the ability of officially appointed FP7 NCPs to carry out their responsibilities in promoting FP7 participation in their respective countries. The conference also provided a platform for

networking between third countries, as well as promoting EU-Africa cooperation and coordination with regards to the promotion of FP7 participation.

The conference was attended by about **150** delegates which included about **50 officially appointed INCO National Contact Points**; about 5 Government officials from African countries, and researchers organisations from South Africa. The spread of countries represented was as follows: Kenya, Uganda, United Kingdom, Zambia, Ghana, Lesotho France, Germany, Sweden, Finland, Italy, Greece, Lithuania, Belgium, Norway, China, Thailand, Mexico, Argentina, Kazakhstan, Oman, Greece, Egypt, Israel, Morocco, Poland Estonia, South Africa., Qatar, Jamaica, Dominican Republic, Bulgaria, and Philippines.



The **first day** of the conference was dedicated to the INCONTACT project meeting which was a closed session for project partners only. The project meeting looked at how the project is being implemented. Alongside the conference there was the first INCONTACT Regional Dialogue Platform which was also held on 26 September 2011.

The Regional Dialogue Platform brought together experts in international scientific and technological (S&T) cooperation from a specific region to discuss how S&T cooperation between that region and the EU. The experts participated in this discussion in their individual capacities and not as representatives from specific countries or organizations. The first dialogue was focused on discussion between Africa and the EU. The outcomes of the Africa regional dialogue is attached as an annexure for this report (**see task 4.2**).

Day two was the 2nd INCO conference and had a key note address by South Africa's Deputy Minister of Science and Technology, Mr Derek Hanekom, and EU Ambassador to South Africa, Ambassador Roeland van de Geer. The topics that were presented on and discussed at the conference are as follows:

- Strategies towards international S&T cooperation and global challenges;
- Taking stock and learning from past and current international S&T partnership initiatives;
- Success stories and new challenges in Africa-EU S&T partnerships to address global challenges; and
- Policy perspectives to enhance international S&T cooperation's response to global challenges.

Conference discussions

Some of the issues that were raised at the conference workshop that could assist INCO National Contact Points (NCPs) opportunities offered by FP7 were as follows:

- Horizon 2020 will have tools to engage with other regions outside the EU and the programme will have topics that address global challenges as well as topics focused international cooperation.
- Horizon 2020 will be less complex and bureaucratic as compared to what is been currently experienced in FP7 this will help in increasing the participation of third countries.
- On how to collaborate with the EU as third countries especially African countries, countries were encouraged to look into the South African model of collaboration with the EU where the country has also made resources available for their researchers to participate in FP7.
- With regards to African participation in FP7/Horizon 2020 countries represented at the conference committed to being more proactive in taking up opportunities offered as well as being able to match the research areas of the Consolidated Plan of Action (CPA) with the thematic areas of FP7/Horizon 2020.
- Participants agreed that they need to start working in trilateral arrangements and take advantage of their existing bilateral arrangements with other countries to maximise the research capacities available in FP7/Horizon 2020 consortium partners.
- The conference highlighted the importance and the implications that science and technology (S&T) policy in relation to international S&T co-operation and global challenges.
- The experience of S&T partnership initiatives was discussed including international co-operation and possible common strategic framework for research and innovation.

The **third day** of the conference was dedicated to the annual official NCP meeting between the INCO NCPs and the European Commission, and also included a special training on managing research projects and successfully disseminating research results. The trainers were Mrs Paola Materia (Italy's INCO NCP), and Dr. Elizabeth Rasekoala (a South African researcher with a wide range of experience in EU Framework Programmes and activities related to the EU. (check task 3.1).

2nd INCO Conference files (attached) - All the support files can be also found on the [*INCOWiki*](#)

Conference Agenda (check Attached files):

- [*-27th of September*](#)
- [*-28th of September*](#)
- [*Conference outcome*](#)
- [*Participants list*](#)
- Presentations
 - [*Conference Day 1*](#)
 - [*Conference Day 2*](#)
- Photos

3.1.3 3rd INCO Conference "Challenges and opportunities of International Cooperation in Horizon 2020", Bonn (Task 2.3)

The third INCO Conference took place from 18 – 20 June 2012 in Bonn, Germany. The 3-day event contained several project meetings, an open conference as well as the annual meeting and training of the INCO NCPs. It focused on the future of international cooperation in Horizon 2020, the EU Framework Programme for Research and Innovation from 2014 to 2020. Due to the regional focus on South East Asia, the conference was organised in close cooperation with the INCO-Net SEA-EU-Net which is also coordinated by DLR.

The conference was attended by 150 international experts from politics, research and business spanning five continents and 60 different nations.

Conference concept

The conference focused on the future role of international cooperation in the upcoming Horizon 2020, the EU Framework Programme for Research and Innovation from 2014 to 2020. This provided the opportunity to discuss the major challenges and opportunities resulting from the new framework conditions starting in 2014. The different sessions provided an overview on the current state of internationalisation of the European Research Area, an exchange on the perspectives for international cooperation in the three priorities of Horizon 2020 (Excellent Science, Industrial Leadership, Societal Challenges) and a discussion on the particular challenges and opportunities.

Moreover, a regional focus on South East Asia offered a particular insight into international cooperation in Science and Technology. An exhibition with satellite images on good practices of international cooperation in Science and Technology with South East Asia was presented.

The main objectives of the 3rd INCO Conference were:

- share information on international S&T cooperation
- examine experiences of international S&T partnerships
- collect the views of third countries towards international cooperation
- discuss chances and challenges of international cooperation in Horizon 2020
- outline the frame for international cooperation in Horizon 2020

Conference preparation

The preparations of the 3-day conference with 150 participants represented a long-term process. Apart from the thematic composition of the conference, administrative questions and organisational matters required a lot of attention. Altogether, 3 scientific officers of the EU-Bureau of the BMBF were particularly involved in the preparation of the conference (Cornelia Schneider, Alina Heinemann and Olaf Ripken). On the days of the event, several colleagues of the EU-Bureau of the BMBF supported the core-team in the implementation of the conference.

In the following, the main steps in the process of preparation are listed:

- The INCO-Wiki served as the central platform regarding the organisation of the conference. A pre-announcement was followed by regularly updated details on the event.
- The thematic focus and conference objectives were discussed and determined in close cooperation with the EC during a joint meeting in Brussels at the end of January 2012. In this context, it was decided to particularly deal with the framework conditions in Horizon 2020.

- Further details in the conference agenda, which evolved in the following months, were regularly discussed with the EC. The final selection of the speakers took several weeks and ensured an international mix of speakers from politics, science and business. The focus on South East Asia was also reflected in the programme.
- In the framework of the conference preparations, coordinators of INCO projects were informed about the possibility of project meetings. They were supported with the organisation process and the conference facilities.
- A long list of organisational issues was dealt with: reservations of hotel rooms from a range of hotels, booking of the conference venue, catering, registration of the participants, reimbursement rules, support with visa requirements based on the Schengen Visa procedures, insurance matters, production of promotion materials (with the support of the public relations department of DLR), etc.
- Travel arrangements were made in cooperation with a travel agency in order to benefit from the cheapest connections. The booking was made on behalf of the travel agency early in advance after the confirmation of the flights by the participants in order to secure the best offers. This procedure also ensured that the conference participants did not have to pay the ticket in the first place and wait for the reimbursement.
- A special networking dinner was organised for all the conference participants, particularly for enhancing the communication among the NCPs.
- The reimbursement procedures were prepared in order to ensure an easy implementation. After the conference, some additional costs (depending on the reimbursement rules) and daily allowances were reimbursed.

Agenda

As in the case of the previous INCO Conferences, the event gathered most of the experts involved in the International Cooperation activities of FP7, providing the opportunity to organize several other parallel events. A brief three-day agenda is following:

18/06/2012

In the afternoon – open to project members only

- INCONTACT consortium meeting
- SEA-EU-NET consortium meeting
- IncoNet EECA NCP workshop

In the evening - Welcome drink and poster exhibition ("Eye of the Sky" - satellite images of the human impact on ecosystems in South East Asia)

19/06/2012 – open day

- Main day of the conference - open to all stakeholders interested in international scientific cooperation

20/06/2012 - open to the INCO NCPs only

- Annual INCO NCP meeting
- INCO NCP training session

Conference Report

The 3rd INCO Conference "Challenges and opportunities of International Cooperation in Horizon 2020" and the annual meeting of the National Contact Points for International Cooperation (INCO NCPs) meeting took

place from 18 – 20 June 2012 in Bonn, Germany. It focused on the future of international cooperation in Horizon 2020, the EU Framework Programme for Research and Innovation from 2014 to 2020.

The conference was attended by 150 international experts from politics, research and business spanning five continents and 60 different nations. It provided a truly international platform for discussions about the challenges and opportunities of international cooperation under the changing framework conditions of Horizon 2020. The conference was considered a great success by the participants.

The conference on 19 June 2012 was the highlight of the 3-day event which offered a forum to strengthen cooperation between INCO NCPs. Meetings of international cooperation projects as well as an INCO NCP meeting and training complemented the agenda. The activities are part of the project “Incontact – one world”, financed by the European Commission within the Capacities Programme of the 7th EU Research Framework Programme.



Group picture of the 3rd INCO Conference in Bonn

After previous events in Athens (2010) and Johannesburg (2011), the 3rd INCO Conference in Bonn had a regional focus on Southeast Asia, analysing the specific chances of international cooperation in research and innovation with the region.

Day 1 – preparation events

During the first day, the annual INCONTACT project meeting (as well meetings of the projects SEA-EU-NET and INCONET EECA) took place, while also there was a meeting of the INCONTACT Regional Dialogue Platform. The Regional Dialogue Platform brought together experts in international scientific and technological (S&T) cooperation from South East Asia to discuss issues related with the S&T cooperation between SA Asia and the EU (see task 4.2). The Regional Dialogue Platform hosted discussions on the Challenges and barriers for South-East Asian countries’ participation in FP7, as well as discussions about the way forward towards Horizon 2020.

In addition, in the afternoon session of the first day, the exhibition “Eye of the Sky” (organised in cooperation with the International Bureau of the BMBF) presented satellite images visualizing the human impact on ecosystems in Southeast Asia and Europe. The exhibition, produced by the German Aerospace Center, is the German contribution to the ASEAN-EU Year of Science, Technology and Innovation. All images are linked to actual research projects, funded by either the EU FP7 Programme or the Federal Ministry of Education and Research (BMBF).



Exhibition "Eye of the Sky": Hanoi and Ha Long Bay – Dragons of Vietnam

Day 2 – Conference open day

The conference was organised by the EU Bureau of the BMBF (Project Management Agency of the German Aerospace Center) in close cooperation with the German Federal Ministry of Education and Research (BMBF) and the Directorate-General for Research and Innovation of the European Commission (EC). It was officially opened by Director Klaus Uckel (BMBF), Head of division EU Research Policy and European Research Area, who pointed out the vital role of international cooperation in research and innovation, not only regarding European competitiveness but also to jointly tackle the global societal challenges with its international partners. In his welcome speech, Mr John Claxton, Deputy Head of Unit at the DG Research and Innovation (EC), highlighted the crucial role of the National Contact Points for International Cooperation in promoting the EU Research Framework Programme worldwide. The key note speaker, Prof Donald B. Dingwell, Secretary General of the European Research Council, outlined the importance of international cooperation for ERC's mission to support frontier research and the EU Research Framework Programme in general.

In the afternoon, various presentations and workshops explored the European Research Area's current state of internationalisation as well as the perspectives and expectations for international cooperation in the three priorities of Horizon 2020 (Excellent Science, Industrial Leadership, Societal Challenges)

Several topics and cross-cutting issues were discussed, such as the general drivers and obstacles of international S&T cooperation, its role in jointly tackling the global challenges, the relevance of the Strategy Forum for International S&T Cooperation, worldwide standards and guidelines, the effectiveness of different cooperation instruments and the coordination of research policy activities with other policy areas, especially development policy. The main topics discussed and highlighted in every breakout group are briefly presented below:

- Excellent Science: The issues of brain drain and brain circulation were extensively discussed as well as the Opportunities/Benefits for "sending" and "receiving" countries. Furthermore, the roles of the ERC and Marie Curie were analysed, especially as Europe seems to need additional talents. [Read the full report here.](#)
- Industrial Leadership: Participants supported the General opening concept of FP7 and stressed the need of the Mobility schemes to be further linked to the industrial leadership. It was also stressed the need to further support the Network of INCO NCPs as a necessary tool to facilitate ICPC participation. Furthermore, the possibility for Regional cooperation in this part of HORIZON 2020

was suggested as well as a clearer description of benefits of participation of industrial partners. [Read the full report here.](#)

- Societal Challenges: The focus was drawn on several global changes (for example food security and availability), while specific focus was drawn on the cases of China and Japan. It was further underlined, that the selection of the research topics (challenges) is mainly a political decision, and it was requested of a revolution in the global approach on aid to poorest nations. Finally, the Urbanization pattern was analysed and the need for Global governance for sustainable development. [Read the full report.](#)



The high-ranking panel discussion chaired by Klaus Uckel (BMBF)

The high-ranking panel discussion followed the break-out sessions. The high-ranking panel was chaired by Klaus Uckel, Director at the BMBF, with experts from different backgrounds: Elisabeth Lipiatou (Head of Unit, European Commission), Dr. Riitta Mustonen (Chair, Strategic Forum for international S&T cooperation), Prof. Manfred Horvat (Honorary Professor, Vienna University of Technology), Monica Dietl (Director COST-Office) and Roland Sommer (Director of Public-Private Affairs, AVL List GMBH). The participants emphasised the necessity for an enhanced partnership between the Member States and the European Union as well as a more strategic approach towards international cooperation in research and innovation.

Day 3 – open to INCO NCPs only

The third day of the conference was dedicated to the annual official NCP meeting between the INCO NCPs and the European Commission, and also included two parallel training sessions.

NCP meeting

Mr Apostolatos (DG RTD) has presented the results of the last INCO calls and presented the final FP7 INCO calls for proposals. After the contribution from DG RTD, the floor was given to the INCO NCPs for presenting specific topics:

- *Epaminondas Christofilopoulos*, Praxi Network / Foundation for Research and Technology Hellas: presented the updates of the INCONTACT activities and future planning.
- *Daan Du Toit*, Minister Counsellor (Science and Technology), South African Mission to the European Union, presented the Research Infrastructures topic as an instrument for international cooperation in H2020 and beyond.
- *Carole Glynn*, FRENZ - National Contact Point for FP7 in New Zealand, briefly analysed the New Zealand experience in engaging in BILAT, INCONet and ERAnets

- *Dr. Kamila Magzieva*, INCO NCP & National Coordinator for FP7 in Kazakhstan, presented the new initiative of Kazakhstan to support Eurasian cooperation in RTD and innovation.
- *Dr. Moez Jebara*, INCO NCP & NCP Coordinator, Ministère de l'Enseignement Supérieur et de la Recherche Scientifique, Tunisia, presented a view from the Mediterranean Partner Countries Towards Horizon 2020.
- *Elif Özkaragöz*, INCO National Contact Point, TUBITAK, Turkey, presented the Turkish towards Horizon 2020.

NCP training

The agenda for the third training was prepared by APRE and circulated to all participants. To balance the agenda also with the requests from the new NCPs, a combination of a session on Intellectual property Rights management and a parallel one on Intercultural competencies in managing transnational to identify a suitable expert for the Intercultural competencies session from Germany to minimize travel costs for the project.

The trainers were Mrs Monique Bossi (Italy's INCO NCP) that delivered a training on IPR issues, and Mr Matthieu Kollig, GlobalPilots on Intercultural competencies in managing transnational projects (**check task 3.1**).

3rd INCO Conference files

All the support files can be found on the [INCOwiki](#) :

- Conference Agenda
- [Conference outcome](#)
- [Participants list](#)
- Presentations
- [NCP meeting](#)
- [Photos](#)

3.1.4 4th INCO Conference, Marseille (Task 2.4)

The 4th INCO Conference, “Strengthening International Cooperation in Research & Innovation - Experiences from Latin America and the Caribbean, and Mediterranean Partner Countries”, and the annual NCP meeting took place on 17-19 June 2013 in Marseille, France. The 3-day event contained several project meetings, an open conference as well as the annual meeting and training of the INCO NCPs. The event focused on the future of international cooperation in Research and Innovation in Horizon 2020 and under others initiatives. The event had two geographical focuses: Latin-American and the Caribbean, and Mediterranean Partner Countries.



The event brought together a diverse range of experts working in the field of international research co-operation from all over the world, and it was attended by 157 participants from 68 countries.

Conference concept

The main topic of the 4th INCONTACT conference was the future of international cooperation in Research and Innovation between Europe and third countries in the transitional period between the ending FP7 and the launching of H2020. The event focused on two geographical regions: Latin-American and the Caribbean, and the Mediterranean Partner Countries. The main day of the conference, the 18th June 2013, was the highlight of the 3-day conference and provided a platform for discussions about the future of international cooperation in Horizon 2020. The conference was divided into 3 main sessions:

- The first session presented an overview on the current state of international cooperation in FP7 and underlined the main perspectives of international cooperation in Horizon 2020.
- The second session which comprised of geographical workshops, emphasized on the experiences of cooperation from Latin America and the Caribbean (LAC) and Mediterranean Partner Countries (MPC). These parallel sessions presented the opportunity to tackle some cross-cutting issues, identifying best practices and highlighted needs for the upcoming FP programme.
- The final session, a high panel discussion, provided answers on challenges and opportunities of international cooperation in Horizon 2020 especially with emerging and developing countries.

Conference Objectives

The objectives of the INCO Conference 2013 were to:

- Share information on international R&I cooperation
- Examine experiences of international R&I partnerships
- Collect the views of developing and emerging countries towards international cooperation in research and innovation
- Discuss opportunities and challenges for third countries in Horizon 2020 and other programmes
- Outline the framework for international cooperation in European and other programmes

Conference preparation

The organisation of the 3-day conference with 157 participants was a long-term process. Apart from the thematic composition of the conference, administrative, logistical and organisational matters required a lot of tentative and efficient work. Two project managers, Ophélie Martinez and François Trémège, of the Europe department of the IRD were particularly involved in the preparatory work of the conference. In support 2 scientific officers, Zoraida Martinez and Jean Albergel, were also involved. Furthermore, a sub-contractor provided an internet platform for the management of registrations and hotel bookings.

In the following, the main steps in the process of preparation are listed:

- The INCO-Wiki and the registration website served as the central platform regarding the organisation of the conference. A pre-announcement was followed by frequent updates with details on the event.
- The thematic focus and conference objectives were discussed and determined in close cooperation with the EC during a joint meeting in Brussels at the end of January 2013. In particular it was decided to concentrate on the framework conditions in Horizon 2020 and to open the conference topic to include other funding sources for projects of mutual interest between EU and the focused regions.

- Further details in the conference agenda, which evolved in the following months, were regularly discussed with the EC. A visio-conference with the INCO Unit was organized in April 2013. The final selection of the speakers took several weeks and ensured an international and gender mix of speakers from the political, scientific and business world. The focus on Latin-American and the Caribbean, and Mediterranean Partner Countries was reflected in the programme with two parallel sessions being dedicated to these regions.
- In the framework of the conference preparations, coordinators of INCO projects were informed and encouraged to hold individual project meetings. Those who accepted, were supported in the organisation process and the conference facilities.
- A long list of organisational and logistics issues were dealt with: reservations of hotel rooms from a range of hotels, booking of the conference venue, catering, registration of the participants, reimbursement rules, support with visa requirements based on the Schengen Visa procedures, production of promotion materials (with the support of the communication department of IRD), preparation of the conference material etc.
- Travel arrangements were made in cooperation with the travels department of the IRD in order to benefit from the cheapest connections. All flight tickets and accommodations of invited participants (INCO NCP and few speakers) were supported by the IRD, so that conference participants did not have to pay the ticket in the first place and wait for the reimbursement.
- A special networking dinner was organised for all the conference participants, particularly for enhancing the face-to-face interaction among the NCPs. In order to facilitate the transport of the participants we organized a bus shuttle from the hotels to the restaurant.
- The reimbursement procedures were prepared in order to ensure an easy implementation. After the conference, some additional costs (depending on the reimbursement rules) and daily allowances were reimbursed.

Agenda

As in the case of the previous INCO Conferences, the event gathered most of the experts involved in the International Cooperation activities of FP7, providing the opportunity to organize several other parallel events.

A brief three-day agenda is following:

17 June 2013	Project meetings and other side events (open to project members only) : <ul style="list-style-type: none"> • ESASTAP Plus WP Leaders meeting • LAC - Bilats meeting • INCONTACT consortium meeting • INCONTACT Regional Dialogue Platform • In the evening: Welcome drink and poster exhibition "Water at the Heart of Science" (open to all stakeholders interested in international scientific cooperation)
18 June 2013	Main day of the conference (open to all stakeholders interested in international scientific cooperation) <ul style="list-style-type: none"> • During the day: 4th INCO conference "Strengthening international cooperation in R&I: Experiences from LAC and MPC" • In the evening: Dinner in Marseille
19 June 2013	NCP Networking Day (open to the INCO NCPs only) <ul style="list-style-type: none"> • In the morning: NCP meeting • In the afternoon: NCP training

Conference Report

After previous events in Athens (2010), Johannesburg (2011) and Bonn (2012), the 4th INCO Conference “Strengthening international cooperation in Research & Innovation Experiences from Latin America and the Caribbean, and Mediterranean Partner Countries” brought together a diverse range of experts working in the field of International research co-operation from all over the world and it was attended by 157 participants from 68 countries.

- » The first day of the conference, 17th June 2013, was dedicated to specific international cooperation project meetings.
- » The main day, 18th June 2013, was the highlight of the 3-day event and provided a platform to reinforce the network of the INCO NCPs.
- » The third day, 19th June 2013, was the annual INCO NCP meeting. It included the NCP training mainly focused on communication strategies.



Group picture of the 4th INCO Conference in Marseille

Day 1 – preparation events

During the first day, the annual INCONTACT project meeting (as well meetings of the projects ESASTAP Plus and BILATS from LAC) took place, while also there was a meeting of the INCONTACT Regional Dialogue Platform. The Regional Dialogue Platform brought together experts in international scientific and technological (S&T) cooperation from LAC and MPC to discuss issues related with the S&T cooperation (see task 4.2).



© IRD – Sylvain Bonvalot – Indigo 36324
A researcher samples water for an analyze in the Azufrera lagoon in North Chile

In addition, in the evening session of the first day, the Institute of Research for Development (IRD) provided the exhibition “**Water at the heart of science**”, presenting one of the greatest challenges within the Millennium Development Goals: improving access to water. From the Mediterranean basin to the valleys of the Andes, it gives more insight into the key role that research has to play in the sustainable management of water as a vital, indispensable resource for development.

Day 2 – Conference open day

The 4th INCO Conference organized by the Europe Department of the Institute of Research for Development (IRD) in close cooperation with the Directorate-General for Research and Innovation of the European Commission (EC), was officially opened by Dr. Ariel Crozon, Director of the IRD Chairman Office who highlighted the crucial role of international cooperation for the achievement of Millennium Development Goals. Dr. Elisabeth Lipiatou, Head of Unit at DG Research and Innovation (EC) highlighted the importance of international cooperation in science and technology and pointed out the principles of the upcoming Horizon 2020. The keynote speaker, Mr. Mats Karlsson, Director of the World Bank's Center for Mediterranean Integration, focused his speech on the economic and social side of international cooperation in R&I.

The first session "International Cooperation with developing and emerging countries – from FP7 to Horizon 2020" was the opportunity to discuss and share information about the future of international cooperation in Horizon 2020. It presented an overview on the current state of international cooperation in the FP7 and gave the main perspectives of international cooperation in the new Framework Programme. Relying on relevant statistics displayed by Christian Hansen from Sweden, three INCO NCPs from Chile, South Africa and Egypt illustrated how they plan to support third countries participation in Horizon 2020. They pointed out that an institutional support to create a favourable environment for researchers is crucial to improve third countries participation. Dr. Elisabeth Lipiatou concluded with a presentation on the international dimension of Horizon 2020.

The geographical workshops emphasized experiences of cooperation from Latin America and the Caribbean (LAC) and Mediterranean Partner Countries (MPC). The LAC session underlined the promising growth of bilateral/bi-regional cooperation with EU and Members States. The MPC session highlighted the necessity of a renewed EU-MPC cooperation marked by a true partnership relationship, based on mutual benefits, co funding and co ownership.



High-ranking panel discussion: Dr. Marc Moroni, Dr. Indridi Benediktsson, Ms. Almudena Carrero Escibano, Mrs. Claudia Guerrero Monteza, Dr. Khaled Elshuraydeh

The high-ranking panel discussion was chaired by Prof. Jean-Pierre Finance, Joint permanent representative of the IRD and the CPU (Universities) to Brussels, with international experts from different background: Dr. Marc Moroni (Deputy Head of the Strategy Service, French Ministry of Higher Education and Research), Dr. Indridi Benediktsson (Senior Policy Officer, EC), Ms. Almudena Carrero (Spanish delegate at the SFIC Task Force, MINECO), Mrs. Claudia Guerrero Monteza, (Director of International Technical Cooperation, SENACYT) and Dr. Khaled Elshuraydeh, (General Secretary of The Higher Council for Science and Technology). The panel emphasized the necessity to define a more strategic approach towards international cooperation in research and innovation in order to prepare the transition to Horizon 2020.

Day 3 – open to INCO NCPs only

The third day of the conference was dedicated to the annual official NCP meeting between the INCO NCPs and the European Commission, and also included two parallel training sessions.

NCP meeting

Mr Epaminondas Christofilopoulos, INCONTACT coordinator (PRAXI / HELP-FORWARD Network) presented the updates of the INCONTACT activities and gave an overview of the 5th INCO Conference that will be held in Athens June 2014. Then, Mr Tomas Matraia (DG RTD) presented the results of the last INCO calls and Horizon 2020, in particular the communication aspects in the EU funded projects. After the contribution from DG RTD and from the INCONTACT coordinator, the floor was given to the INCO NCPs for presenting specific topics:

- Mrs. Ülle Must, INCO NCP, Estonia, presented statistics of collaboration with ICPC countries during the FP7.
- Mrs. Mamohloding Tlhagale, INCO NCP, Republic of South Africa briefly analysed the benefits of having national support and financial investment for the NCP network
- Dr. Kamila Magzieva, INCO NCP, Kazakhstan presented the EU-Kazakhstan innovation through cooperation
- Mr. Humphrey Vrolijk, INCO NCP, Aruba, presented the S&T in Aruba : Knowledge Gateway

NCP-training

The agenda for the fourth training was prepared by APRE and circulated to all participants. The trainers scheduled were Gianluigi Di Bello, (APRE, Italy) “the concept of innovation in the EU research project” and Véronique Sordet, (Euresearch, Switzerland) that delivered a training on “The use of social media in the EU research project” (check task 3.1). Due to travel problems Gianluigi Di Bello couldn’t attend the NCP training.

[Please visit the INCONTACT website for the detailed agenda, participants list, photos, and presentations.](#)

3.2 Work Package 3: Enhancing cooperation – Improving Quality and Communication

The objective of this workpackage was to increase the INCO NCP effectiveness by identifying, adopting and further exploiting techniques and working practices that contribute to enhanced performance with regards to quality of service provision.

3.2.1 NCP Trainings (Task 3.1)

The objective of the task is to identify niche training needs that are not included in the typical program of a training seminar and intends to improve the overall professional qualifications of the NCPs.

To make sure that the training contents could match the requests of the heterogeneous participants a questionnaire was elaborated by APRE where different options and topics were enumerated to be chosen by the INCO NCP network.

The questionnaire was divided into two parts offering training on general topics (6 options) and on specific FP7 related topics (4 options) to take the different level of knowledge of NCPs into account.

While the FP7 related topics included topics like IPR, Consortium Agreement, financial aspects and how to write a successful proposal, the general topics focused on:

- How to market, fund and evaluate NCP activities
- Improving personal presentation skills (how to make a successful presentation, public speaking)
- Train the trainers (NCPs having to train other multipliers)
- How to manage a work team (team building)
- How to communicate/disseminate research
- Gender in research (focus on international cooperation)

After submitting the questionnaire to the network and collecting a representative feedback (25 questionnaires were received) a deep evaluation analysis has been carried out to rank priorities expressed by the potential audience of the trainings.

A priority list has been prepared which was shared with the coordinator and the Work Package leaders.

The first two topics: “How to market, fund and evaluate NCP activities” – 12 expressions of interest and “How to communicate/disseminate research” – 8 expressions of interest were on top of the priority list and therefore the consortium decided to focus the first training in Athens on those two subjects by involving two external experts. This half-day section was organized in the context of the first annual conference in Athens/Greece and took place on the 9th of June after the NCP meeting (from 2.30 to 6.15 pm) at the Royal Olympic Hotel.

The following topics from the priority list are considered for the organization of the upcoming annual meetings and training sessions.

As a result from the evaluation analysis of the questionnaires the organization of further or parallel trainings and events seems to be highly appreciated by the INCO NCP network. With regards to the specific FP7 related topics a strong interest for a training on financial aspects (how to prepare the budget and reporting) with 18 Expressions of interest has been registered. Also the module on how to write a successful proposal (focus on impact and dissemination aspects) with 16 Eols showed the need to be further treated in the network. Deepening knowledge on Intellectual Property Rights (IPR) also seems to be a request as the 11 Eols demonstrated, while Consortium agreement and related issues were the last

priority with only 4 Expressions of interest. These results have been taken into consideration for the organization of future trainings.

The agenda for the first training was prepared by APRE and circulated to all participants.

To cover the necessary expertise of the speakers, two independent experts have been selected, contacted and invited to the 1st NCP training:

- Ms. Rhonda Smith of Minerva prc a media company specialized in communication training for the topic on “How to communicate/disseminate research”
- Prof. Nikos Melanitis as expert of PRAXI/HELP-FORWARD Network.

An evaluation analysis with a feedback collection form was carried out by APRE, 57 questionnaires were collected and analysed: the first INCO-NCP training session was highly appreciated by the participants.

A second half-day training during the second INCO-Conference in Pretoria (27th of September 2011) has been organized for the 28th of September 2011 just after the INCO NCP meeting.

To balance the agenda also with the requests from the new NCPs, a combination of a financial issues and a public speaking session was agreed with the coordinator. After drafting the agenda, APRE involved DST to find a suitable expert for the public speaking session from South Africa to minimize travel costs for the project.

With regards to the financial training some INCONTACT2 partners were approached by APRE to cover the relevant parts within the Consortium.

A final draft of the agenda is planned for the beginning of September and will be shared with all participants.

APRE took part in all relevant project meetings to discuss with other partners on how to make the trainings as appealing as possible and to assure a high quality standard of all activities:

- Athens, 8th June 2010, Project meeting – Gianluca Rossi, Paola Materia;
- Stockholm, 14th December 2010, Task leader meeting – Christin Pfeiffer;
- Oslo, 4th May 2011, Project meeting – Paola Materia

During this second project period 2 trainings have been organised following the outcomes of the questionnaire shared with the INCO NCP network:

Johannesburg, 28 September 2011 – 2nd central INCO NCP training

The second central INCONTACT training was organized in coincidence with the second INCO-Conference in Johannesburg (27-28/09/2011) on 28th of September 2011 just after the conclusion of the annual INCO NCP meeting. This second training was attended by 40 people.



The agenda for the second training was prepared by APRE and circulated to all participants. To balance the agenda also with the requests from the new NCPs, a combination of a financial issues and a public speaking session was agreed with the coordinator. After drafting the agenda, APRE cooperated with DST to identify a suitable expert for the public speaking session from South Africa to minimize travel costs for the project. With regards to the financial training some INCONTACT partners were approached by APRE to cover the relevant parts within the Consortium. After the internal and external consultation the 2 sessions have been structure as follows:

- Public speaking and how to improve communication and presentation skills (Trainer: Elizabeth Rasekoala)
- Financial issues (Trainer: Paola Materia - APRE)

An evaluation analysis with a feedback collection form was carried out by APRE. The general comments show that most of the NCPs were highly satisfied with the course, 56% considered that their expectations were perfectly met and 50% of the participants consider the training an excellent opportunity. [Check out the detailed evaluation report in the INCOwiki](#)

Bonn, 20 June 2012 – 3rd central INCO NCP training

The third central INCO NCP training has been organized in coincidence with the third INCO-Conference in Bonn (19-20 June 2012) on the 20th of June 2012, after the conclusion of the annual INCO NCP meeting and attended by 30 INCO NCPs.

The agenda for the third training was prepared by APRE and circulated to all participants. To balance the agenda also with the requests from the new NCPs, a combination of a session on Intellectual property Rights management and a parallel one on Intercultural competencies in managing transnational to identify a suitable expert for the Intercultural competencies session from Germany to minimize travel costs for the project.

After the internal and external consultation the 2 sessions have been structure as follows:

- IPR issues in FP7 projects (trainer: Mrs Monique Bossi – APRE)
- Intercultural competencies in managing transnational projects (trainer: Mr Matthieu Kollig - Global Pilots)

An evaluation analysis with a feedback collection form was carried out by APRE: the analysis has revealed that the INCO-NCP training session was highly appreciated by the participants. The general comments show that most of the NCPs were highly satisfied with the course, 46% considered that their expectations were perfectly met and 43% of the participants consider the training an excellent opportunity. [Check out the detailed evaluation report](#)

During the 3rd project period one INCO NCP training was organised, in the context of the 4th INCO Conference in Marseille, on the 19th of June 2013.

Marseille, 19 June 2013 – 4th central INCO NCP training

The fourth central INCO NCP training has been organized in the framework of the 4th INCO-Conference in Marseille (18-19 June 2012) on the 19th of June 2013, after the conclusion of the annual INCO NCP meeting and was attended by 32 INCO NCPs.

The agenda for the third training was prepared by APRE and circulated to all participants:

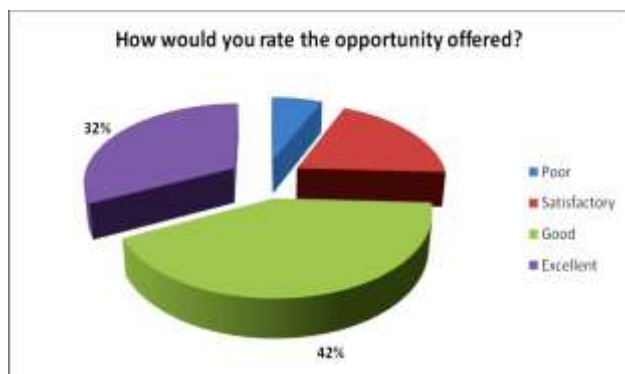
- The first session was performed by the Project Officer Tomas Matraia from the European Commission on “Communication in EU funded Project: A strategic Approach”



- The second session was performed by, Véronique Sordet, expert from Euresearch (CH) on “The concept of innovation and the use of social media in research projects”

The presentations given during the two sessions have been delivered to the participants and are available at: www.ncp-incontact.eu. Also a feedback form has been distributed to all the participants in collect feedback and suggestion on the two sessions. This document presents the main outcomes of the analysis of the forms.

The general comments show that most of the NCPs were highly satisfied with the course, 76% considered that their expectations were perfectly met and 74% of the participants consider the training a good or excellent opportunity.



The logistic and the general organization received also good ratings, with 53% of participants considering it as excellent and 38% as good.



The participants also rated the quality of the training, considering the presentations, the duration, the competence of the speakers, the content.



In conclusion, the training was highly appreciated by all the participants attending it. It was suggested to try to have a better logistic organization for transports and transfers. It was requested for the next time to organize some visits to institutions or companies involved in innovation programmes/projects.

3.2.2 Communication & Dissemination of project results (Task 3.2)

The project is mainly aiming to serve the needs of the INCO NCPs, thus the primary objective is to sufficiently communicate the project inside the INCO NCP network. However, project news and deliverables were communicated to a broader circle of stakeholders including EC staff, Thematic NCPs, Project Coordinators, and International cooperation experts.

The main tools utilized for dissemination of the project and of the project results are the production of publicity material, electronic publications (newsletters, articles, etc), in-print publications, and presentations in third party events.

An equally important activity is the representation of the INCO NCP network. Through the INCONTACT project the INCO NCPs have a strong voice in consultations, committees, and official events and become a recognizable network within the FP7 community.

A radical change in the dissemination activities took place after a consultation provided by the project officer Mr Tomas Matraia which involved the employment of new tools to reach a broader community and bring the project closer to the society.

A summary of the dissemination activities is following.

Material production

» **Production of INCONTACT Newsletters:** An important periodic dissemination tool is the publication of e-newsletters. The newsletters include articles about :

- INCONTACT news & activities
- INCO NCP related news
- Activities of other projects in the field of International Cooperation
- Research news related to Third countries

Since the beginning of the project, 11 newsletters have been produced. Each newsletter is directly disseminated to more than 400 stakeholders and are also published at the INCO-Wiki: www.ncp-incontact.eu/nkswiki/index.php?title=Newsletter

» **INCOWiki:** Update and publication of project information on the INCO-Wiki. All relevant information about project activities and results was regularly updated in the INCO-Wiki.

» **INCONTACT poster:** www.ncp-incontact.eu/nkswiki/index.php?title=INCONTACT_poster

» **News Alerts:** several news alerts have been sent to the INCO NCPs for urgent issues (new calls, events, consultations, etc). Moreover, INCONTACT is acting as a communication hub disseminating specific information on behalf of the EC (INCO directorate)

» **INCONTACT brochure:** www.ncp-incontact.eu/nkswiki/images/d/dc/INCONTACT_brochure.pdf

» **Production of dissemination products:** INCONTACT pens were produced by DLR for all the consortium partners.

» **INCONTACT presentation** in the 1st INCO Conference, Athens 9/6/2010

» **Publication of project information** on the INCO-CONNECT website (27/1/2010)

- » 1st INCO Conference video, www.youtube.com/watch?v=XAqIcXQsYyc
- » **Presentation of INCONTACT (articles/presentations):** INCONTACT developments in the NCP meeting, 29/6/2013, Marseille INCONTACT presentation in the 1st INCO Conference, Athens 9/6/2010
- » **Publication of project information** on the INCO-CONNECT website (27/1/2010)
- » **Production of the “Speak with many Voices” album:** The concept behind the production of the album (in print and electronic form) was to make an appealing publication, that will highlight the necessity of International Cooperation for addressing the problems facing humanity.

The album has been printed in a limited number of copies, but it is also available online in the INCONTACT website and in www.scribd.com, counting so far **489 views**.



www.scribd.com/doc/204174946/Speak-With-Many-Voices

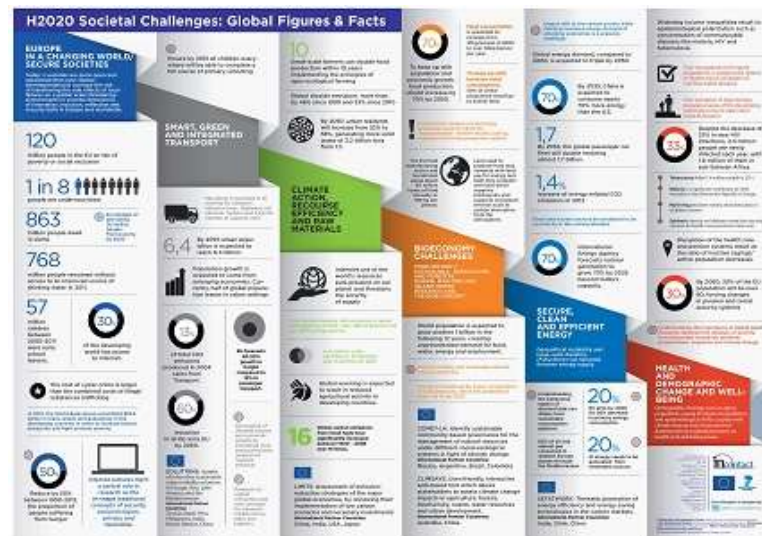
- » **Production of 2 interactive infographics:** The objective of this publication, was to highlight the support to International Cooperation, given by the EU Framework Programs.

The first infographic (see below) is providing the basic information for understanding the role of International Cooperation in FP7 and H2020, highlighting at the same time the services offered by INCONTACT-One world, and the INCO NCP presence in locations outside the EU.



The second infographic focuses on the 6 Societal Challenges mentioned in Horizon 2020, and especially highlights the global dimension of these six societal challenges. Moreover, the infographic

presents examples of previous projects with international partners, addressing these societal challenges.



The infographic is available in print, electronic and interactive versions. The interactive version of the infographic can be found here: <http://help-forward.gr/infographic/>

» INCONTACT in the Social Media



INCONTACT Twitter

https://twitter.com/INCONTACT_world

An INCONTACT twitter account has been created in order to provide direct communication with all the interested stakeholders. The Twitter account has 96 followers and 288 tweets in total.



INCONTACT LinkedIn group

www.linkedin.com/groups/INCONTACT-one-world-5147666/about

The LinkedIn offers a platform for publication of news and discussion to the INCO experts. The group has 54 members.



INCONTACT YouTube Channel

www.youtube.com/user/INCONTACT2020

The INCONTACT YouTube channel has videos and interviews related with the INCONTACT activities and the annual INCO Conferences.

Presentation of INCONTACT in third party events

- "INCONTACT presentation by Maria Luisa Tampora: EULARINET 2nd Annual Meeting & FP7 TRAINING COURSE, 15-16/3/2010, Ministry of Education and Culture, Montevideo, Uruguay"
- "NCP Benchmarking" Workshop Sarajevo, 25/3/2010: INCONTACT presentation by Gianluca Rossi
- INCONTACT presentation in the ILN meeting, 22/6/2010, Brussels
- INCONTACT presentation in the 1st INCO Conference, 9/6/2010, Athens
- INCONTACT presentation and presentation of NCP best practices, 2-3/12/2010, Johannesburg
- "INCONTACT & International Cooperation presentation, ECRAAL conference, 27/1/2011, Brussels
- "International Cooperation presentation", FP7-mid term evaluation, 15-16 June 2011, Budapest, Hungary
- INCONTACT developments in the NCP meeting, 28/9/2011, Johannesburg
- INCONTACT developments in the NCP meeting, 20/6/2012, Bonn

- Article on the INCO Conference series, published in the RG2 magazine of the Association of the Commonwealth Universities: March 2012


Articles & Interviews – Representation of the INCO NCP network

- Participation in NCP Projects Coordination Meeting: 5 February 2010
- Participation in Cordis Partner Search Working group meetings.
- Interview CAAST-net bulletin, March 2011
- Interview DUZ magazine (German magazine on Science issues, March 2011
- “Half Time – Highway” Conference on the Interim Evaluation of FP7 organised under the aegis of the Hungarian EU Presidency, 24-25/2/ 2011.
- Collection of INCO NCPs expertise for future regional trainings
- Initiative to provide an INCO NCP consultation to ECs Green Paper.

Cooperation with other initiatives/projects

An important role of INCONTACT is to act as an information hub for other initiatives:

- WBC.INCONET : cooperation in several aspects e.g. NCP characteristics study (28/1/2010)
- ENLACE: Dissemination of news/ joint trainings
- CAAST-net: Dissemination of news/ joint training/ production of training specifications
- Cooperation with NCP Argentina: Provision of Information regarding NCP operation monitoring and evaluation " (5/2/2010)
- Cooperation with Biocircle project cooperation: dissemination of project activities (continuous)
- E-URAL project: Dissemination of information for E-URAL events. (newsletter 1)
- EULARINET project: discussion for cooperating on training activities (22/4/2010)
- CAAST-Net: Representation of INCONTACT on CAAST-NET meeting about improving Training activities and usage of Webtools – Focus on Africa. 16-17/11/2010, Marseille.
- CAAST-net: INCONTACT representation on a meeting with African RECs (CAAST-net), 1/12/2010, Johannesburg.
- Provision of feedback to the IRD “SURVEY on SCIENTIFIC COLLABORATION BETWEEN LAC and EU”(27/4/2010)
- ENLACE project: continuous dissemination of information on project activities
- ACCESS2EU projects: continuous dissemination of information on project activities
- EUINDIACOOP: cooperation agreed with www.euindiacoop.org for exchange of info/news
- INDIAGATE: agreed to collaborate in joint activities



Newsletter 08 14 Apr. 2011

Newsletter contents:

Views | INCONTACT – stay tuned | Calls | News | Events

Month Highlight:

- 1st INCO conference: Youtube video release
- INCO NCP twinning scheme
- Succeeding in FP7 - Heading towards FP8, the Conference

Views

Dear colleagues,

INCONTACT-one world is already started the organization work for the 2nd INCO Conference, that will take place in Pretoria, South Africa on 26 to 28 September 2011. On the [INCO-wiki](#) you can soon check for detailed information on the venue and the draft agenda, but you can also view a recent [Youtube video release](#) for the 1st INCO conference in Athens.

The 2nd INCO conference will naturally focus on the EU-Africa research collaboration and will also host the annual INCO NCP meeting, a specialized training for the INCO NCPs, as well as the inter-regional dialogue platform (RDP).

Please also note that the 2nd INCO Conference, like the previous 1st INCO conference in Athens, is expected to act as platform for several other parallel project activities and meetings, so if you wish to organize a parallel activity, please contact as soon as possible the DST organization team.

Finally, I would like again to draw your attention to the [INCO-wiki events and news sections](#) with information related to international research activities and projects that you can read but also use them for disseminating your own activities. Check the [INCO-wiki manual](#).

Stay tuned,
Nondas
For the INCONTACT team

INCONTACT- stay tuned

» **2nd INCO conference “Supporting Research Integration”, Pretoria, September 26-28 2011 ...more**

The organisation of the 2nd INCO Conference has been put on tracks and the DST organisation team is already working on drafting the conference agenda and checking the final details on the venue and the available hotels.

The 2nd INCO Conference is expected to be a flagship event for the FP7 INCO activities and expect to gather more than 180 international cooperation stakeholders, including all the INCO NCPs. The conference program will include:

- The annual INCO NCP meeting (for INCO NCPs only)
- The open meeting of the inter-regional dialogue platform
- A special training for experienced and new INCO NCPs
- An open session focusing on the international scientific cooperation.

The travel costs of the officially nominated INCO NCPs/NIPs will be covered by INCONTACT. Costs of experts replacing an official INCO NCP/NIPs will not be covered.

For more information please contact the [conference organisation team](#)

» **FP7 Infodays in Third countries**

6 info days were so far supported by INCONTACT and organized in third countries (Moscow, Quito, Bangkok, Cairo, Shanghai, and Johannesburg).

Moreover, a special training was organised in Santo Domingo in cooperation with ENLACE and EUCARINET for the INCO NCPs and grassroots scientists in Central American and the Caribbean. [Check here the training agenda and presentations.](#)




INCONTACT-one world is financially supporting the organization of FP7 info days in third countries, and especially in countries that are not actively supported by other FP7 support activities (e.g. BILATs and INCO NETs).

For more information please contact: [Mr Christian Hansen](#)

» **INCO-wiki ...more**

INCO-Wiki is a basically a **user community** for INCO NCPs and works as an Online Encyclopedia on International Cooperation

3.2.3 Improving NCP communication (Task 3.3)

Task 3.3 aims at enhancing communication between NCP's. In concrete terms, the task consists of performing a survey on existing communication tools and proposing one that suits best the NCP's.

The work was structured upon the 2 following tasks:

- Survey on available communication and Social communication tools that are available on the Internet and their usage and pertinence to the project activities
- Development and dissemination of an online questionnaire in order to collect the different views of NCP's, and to build the new tools according to their usage and preferences.
- Analysis of the results and suggestion of suitable communication tools

A special online questionnaire submitted in June 2011 (www.surveymonkey.net/IncontactOneworld) was created and delivered to the NCPs. The online questionnaire assessed the potentials, advantages and drawbacks of many online communication tools that are currently used by all of NCPs/NIPs, and provided us, as a project, feedback for proposing a suitable online communication tool for the NCP community.

The Online questionnaire was open for 83 days (end of June 2011 to mid September 2011), and has been sent through the INCO NCP Network to all NCPs for participation. The number of the questionnaire participants were 46 representing a wide verities of NCPs, but mainly INCO NCPs.

Based on the amount of data collected and the evaluation made for current tools and their usability, practicality, and adaptability, it is apparent that there is still room for improvement in terms of NCP communication. Social Media tools (especially Facebook) seem to be on the top of the list of “used tool” for the world of today, and not only for NCPs.

The development of special sections / areas under social media tools was seriously considere. Such implementation would include the needs of the NCPs, but unfortunately and much to everyone’s surprise some of the NCPs in ICPC countries are not allowed to use Facebook, while others in EU member states and ICPCs are not recommended to use Facebook for Professional usage.



It was recommended to develop a Facebook–like environment for the Project, directed to enhance the communication and exchange of information between NCPs, taking into consideration all the requests and needs expressed by the NCPs

» The complete results of the online questionnaire and their analysis was presented and discussed during the INCO NCP meeting in South Africa, September 2011 ([see attached file](#)).

3.2.4 Online Encyclopaedia on International Cooperation (Task 3.4)



An Online Encyclopaedia on International Cooperation has been set up during the 1st phase of INCONTACT (2008-2010), collecting relevant information on International Cooperation activities in FP7. The online encyclopaedia works according to the principles of the Wikipedia online encyclopaedia under the domain: www.NCP-INCONTACT.eu.

The Wiki is functioning as an online handbook for interested NCPs and NIPs providing guidance on project preparation, partner search, contacts to thematic NCPs, etc. Its other main function is to act as an information source, providing the network and all interested persons with a comprehensive set of information on international cooperation activities. The INCO-Wiki provides a help section and information as far as private policy issues are concerned.

According to the work plan, the objectives of this project period are to attract more users and to further develop the content of the INCO-Wiki. The main outcomes and deliverables during this project are the following:

Presentation of the INCO-Wiki in the 4 annual INCO-conferences (Deliverable 3.4.1)

The use of the Wiki as conference website for the 1st INCO-conference in June 2010 (including agenda, information for travel arrangements and press material). Moreover, the INCOwiki was utilised for the provision of all the conference related documentation (results, registration form, presentations, photos and video). The wiki page for the Athens conference has been accessed 8861 times and offered great visibility to the INCOwiki and underlined its value as a flexible tool and dissemination platform.

Moreover, the INCO wiki was directly promoted:

- » a wiki user guide of the INCO-wiki was provided to the INCO NCPs and the other conference participants
- » a presentation of the INCO-wiki was made to the INCO NCPs

The INCO-Wiki was utilised as conference website for the 2nd INCO-conference in September 2011 (Pretoria) and the 3rd INCO-conference in June 2012 (Bonn). This has also contributed to the importance of the INCO-Wiki as a knowledge transfer tool for the NCPs. It served as the main source of information for the participation at the conference providing many useful details during the preparation phase of the event, for instance information regarding the travel arrangements, reimbursement rules and registration procedures. Moreover, a regularly updated draft agenda, press materials, relevant links and documents were published.

The INCO-conferences were used to further promote the Wiki and attract new users. The web-address was presented on the various conference promotion materials, such as posters, flyers with the conference agenda and press releases. Furthermore, the INCO-Wiki with its main features and updates was promoted in a presentation to the INCO NCPs. Subsequent to the conference, the presentations of the open conference and the NCP meeting as well as additional materials were made available on the INCO-Wiki.

The INCO-Wiki continued to be main source of information on the INCONTACT project and 4th INCO Conference in June 2013 (Marseille). In this way, the INCO Wiki has maintained its importance as a knowledge transfer tool for the INCO NCPs. It served as the main source of information for the participation at the conference providing many useful details during the preparation phase of the event, for instance information regarding the travel arrangements, reimbursement rules and registration procedures. Moreover, a regularly updated draft agenda, press materials, relevant links and documents were published.

The INCO-conferences were used to further promote the Wiki and attract new users. The web-address was presented on the various conference promotion material, such as posters, flyers with the conference agenda and press releases. Furthermore, the INCO-Wiki with its main features and updates was promoted in presentations and speeches towards the INCO NCPs and the general audience. Subsequent to the conference, the presentations of the open conference and the NCP meeting as well as additional materials were made available on the INCO-Wiki.

Report on 4 annual INCO-conferences and trainings on the Wiki (Deliverable 3.4.2)

The 4 annual conferences and the trainings are presented on the INCO-Wiki with additional information on the conference programme, the main objectives of the conference and the speakers. The powerpoint presentations and the results of the discussions are also published on the Wiki.

- [1st INCO conference](#)
- [2nd INCO conference](#)
- [3rd INCO conference](#)
- [4th INCO conference](#)

In order to ensure continuity and inform the community on future activities, after finalizing the negotiations with the Commission on “Incontact 2020”, the Wiki has already installed a separate subpage on the 5th INCO Conference which will take place in Athens (2-3 June 2014).

- [5th INCO Conference](#)

Promotion of the INCO-Wiki, attract new user groups via 4 electronic news alerts (Deliverable 3.4.3)

The Incontact project and particularly its Wiki have been promoted in several events and meetings with third country partners. Ballpoint pens with the project name and Wiki homepage were produced which provide the opportunity for additional marketing in specific Incontact events or other international cooperation activities with the participation of Incontact partners.

The 1st electronic news alert containing information on new articles and features of the INCO Wiki was sent to INCO NCPs in MS /AC and third countries (September 2010).

In September 2011, the 2nd electronic news alert was sent to a broad range of stakeholders, particularly the INCO NCPs in MS/AC and third countries.

In the beginning of 2012, the concept of the news alert was slightly adapted allowing also for more direct hyperlinks to the webpage.

In addition, the newsletter was sent out at a more regular interval, for instance in 2012 4 times (April, June, September, December) pointing out the most recent news and upcoming events. This aims at promoting the INCO-Wiki as one of the central tools of information for the INCO NCPs and other experts of international cooperation in research and innovation.

In the 3rd reporting period, apart from the INCONTACT newsletters, regular news alerts (March '13, May '13, October '13, December '13) highlighted the most recent news and upcoming events. The direct hyperlinks to the homepage contributed to the increased interest in the Wiki in the days following the distribution of the News Alerts. These activities help to promote the INCO-Wiki as one of the central tools of information for the INCO NCPs and other experts of international cooperation in research and innovation.

Completion of articles, Updating of the INCO-Wiki (including information on SICA-calls) (Deliverable 3.4.4)



During the first reporting period, an update / relaunch of the INCO-Wiki mainpage was realized. The new wiki structure includes:

- regularly updated articles in focus: greenpaper consultation on the common strategic framework / establishing NCPs / partner search (with the possibility to comment)
- central Information on INCONTACT events (INCO-conferences, NCP-trainings)

- a specific section with information about the INCONTACT project (including an archive with INCONTACT newsletters)

In addition, the “new” INCO-Wiki included several other updates:

- An INCO-Wiki user's guide (INCO-Wiki manual) was developed: http://www.ncp-incontact.eu/nkswiki/images/a/af/Manual_INCO-Wiki.pdf. The manual contains information on login procedures, editing articles, setting up new pages, uploading files, Wiki-search function etc. The manual can be downloaded in pdf form.
- New pages on specific topics: INCO-NETs, BILATs, SFIC etc.
- The “news”, “events” and “links” sections were regularly updated (2-3 contributions weekly). The wiki now contains of 75 announcements and 28 reports on events.
- Reports on several INCONTACT Infodays and training events have been published in the event section: India May 2011, Jakarta / Bangkok June 2011, Santo Domingo March 2011, Quito June 2010, Shanghai September 2010, etc.
- An update of member lists and access rights was realised by the technical support team
- A Wiki-calendar was developed and integrated. The calendar offers an easy-access and overview of events related to International Cooperation.
- SICA Calls: A database with SICA calls was integrated into the Wiki: http://www.ncp-incontact.eu/nkswiki/index.php?title=Information_on_SICA-calls. The SICA-calls database is for everyone who:
 - is interested in international cooperation
 - is searching for project calls where their country could participate
 - wants to find a partner for participating in projects

SICA-calls are specific international cooperation calls in the EU 7th Framework Programme, where the involvement of non-European countries is obligatory. International cooperation is the cornerstone of FP7 - any company, university, research centre, organisation or individual legally established in any country may participate in the Programme. The database includes up-to-date information on the SICA calls available per country but also all the other calls (e.g. targeted calls) focusing on specific countries or regions.

During the second reporting period, the content of the INCO-Wiki received further updates:

- one subpage on each of the INCO-conferences contains all the relevant information
- articles in focus at the top of the page dealt with current crucial issues: the INCO conferences, the role of international cooperation in the upcoming Horizon 2020 or the Commission Communication on international cooperation
- the sections on news, links, upcoming and past events were updated with the Wiki now containing 113 announcements and 80 reports on events

During the final reporting period, the content of the INCO-Wiki received further updates:

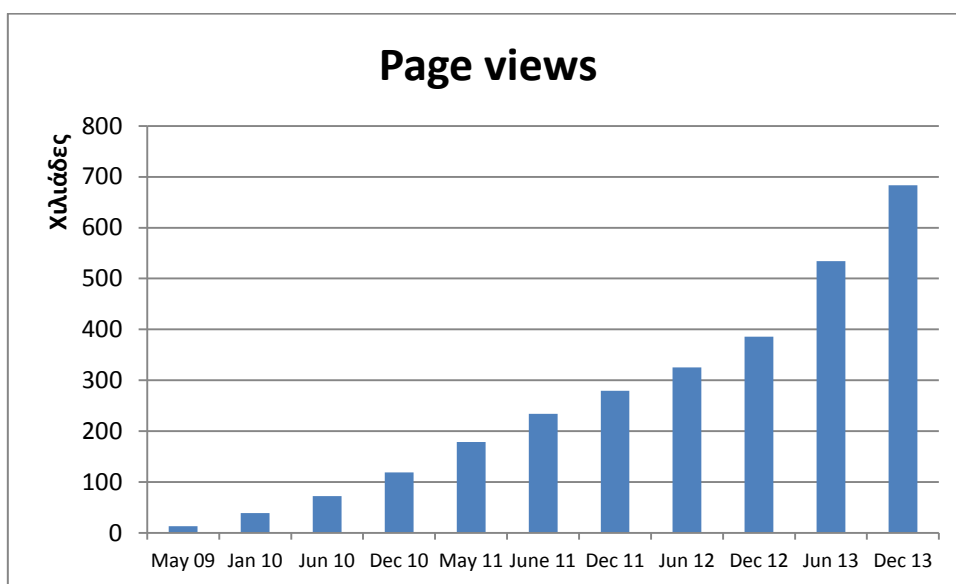
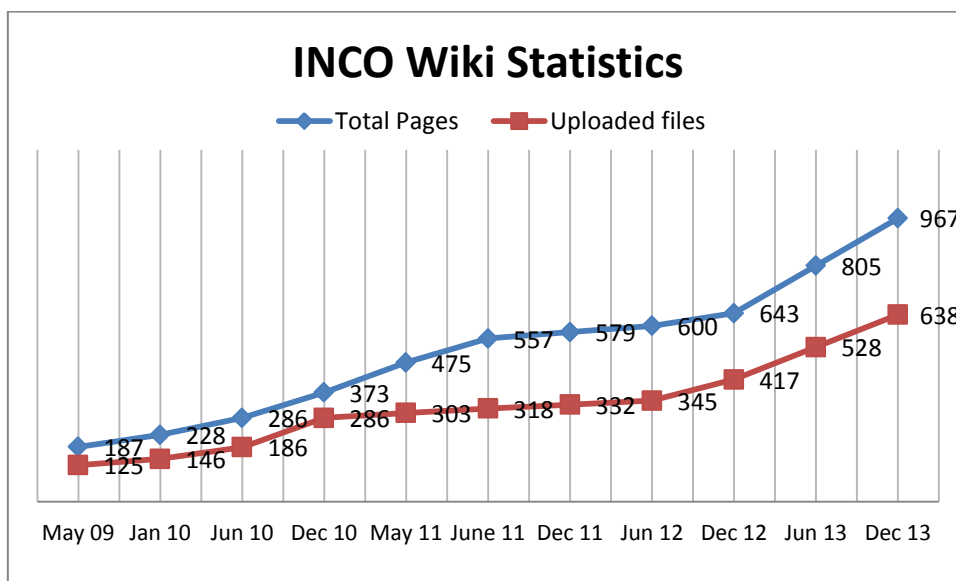
- The Conference homepage on the 4th INCO Conference was established and used as the main source of information on this year's conference, which also included a conference report, powerpoint presentations and other relevant material.
- A Conference homepage for the upcoming 5th INCO Conference in Athens was established.

- The focus section at the top of the page was completely renewed giving the most recent information on the Horizon 2020 process, future role of international cooperation and the international dimension of the European Research Area.
- The sections on news, links, upcoming and past events were updated, with the Wiki now containing 157 announcements and 88 reports on events.

Annual INCO-wiki usability statistics (Deliverable 3.4.5)

INCO-Wiki Statistics

June 2011	December 2012	December 2013
<ul style="list-style-type: none"> • 557 total pages in the database • 318 files have been uploaded • 234,084 page views and 2,330 page edits • 1890 registered users • 29 active users (users who have performed an action in the last 91 days) • 34 user with rights to edit articles 	<ul style="list-style-type: none"> • 643 total pages in the database • 417 files have been uploaded • 385,479 page views and 2,842 page edits (4.42 average edits per page) • 44 user with rights to edit articles 	<ul style="list-style-type: none"> • 967 total pages in the database • 638 files have been uploaded • 1,548,380 page views and 3,814 page edits (3.94 average edits per page) • 44 user with rights to edit articles
Most viewed pages : <ul style="list-style-type: none"> • Main Page (55,970) • News (10,091) • 1st INCO conference, Athens (8,861) • Events (7,756) • Information on FP7 (6,605) • Policy Initiatives (4,562) 	Most viewed pages: <ul style="list-style-type: none"> • Main Page (385,479) • News (25,431) • 1st INCO conference, Athens (23,035) • Events (20,645) • Information on FP7 (13,992) • 3rd INCO Conference "Challenges and opportunities of International Cooperation in Horizon 2020", Bonn, 18-20 June 2012 (11,111) • Policy Initiatives (9,572) • Incontact (8,446) • INCONTACT Workshop in Russia, Moscow, 15-17 October, 2008 (8,392) 	Most viewed pages: <ul style="list-style-type: none"> • Main Page (683,537) • About (46,542) • News (40,682) • 1st INCO conference, Athens (35,722) • Events (35,005) • 3rd INCO Conference, Bonn, 18-20 June 2012 (34,664) • Page tab (33,799) • Event calendar (27,013) • Information on FP7 (19,644) • Green Talents – International Forum (14,349)



3.3 Work Package 4: Networking Activities

The objectives of the work package is to efficient network with the Thematic NCPs, to initiate and host a global dialogue on research policy, to increase regional awareness on FP7 and to support new INCO NCPs.

3.3.1 Networking with Thematic NCPs (Task 4.1)

The objectives of the work package is to efficient network with the Thematic NCPs, to initiate and host a global dialogue on research policy, to increase regional awareness on FP7 and to support new INCO NCPs.

3.3.2 Networking with Thematic NCPs (Task 4.1)

The aim of this task was to strengthen the collaboration and the exchange of information with the thematic NCPs.

Several activities had been foreseen in the project workplan and were executed accordingly including:

- The establishment of a network of observers covering the FP7 horizontal and thematic activities.
- An analysis of INCO relevant documents from other FP7 programs.
- Information dissemination to and from the INCO and the Thematic NCPs.
- Support in partner search.

A short description of the main results is following:

Establishing a network of Observers covering all the horizontal/thematic activities (Deliverable 4.1.1)

A network of Observers, covering all the thematic activities was organised on bases of experienced NCPs from APRE and Archimedes:

- Information & communication technologies – Aavo Kaine (aavo.kaine@archimedes.ee)
- Energy - Maria Habicht (maria.habicht@archimedes.ee)
- Transport (including aeronautics) - Maria Habicht (maria.habicht@archimedes.ee)
- Socio-economic Sciences and the Humanities - Ülle Must (ulle.must@archimedes.ee)
- Space - Einar Mikson (einar.mikson@archimedes.ee)
- Security - Einar Mikson (einar.mikson@archimedes.ee)
- Health – Caterina Buonocore (buonocore@apre.it)
- Food, Agriculture and Fisheries, Biotechnology - Gianluca Rossi (rossi@apre.it) (since 2010 was replaced by Chiara Pocaterra (pocaterra@apre.it))
- Nanosciences, nanotechnologies, materials & new production Technologies - Martina De Sole (desole@apre.it)
- Environment (including Climate Change) - Paola Materia (materia@apre.it)

A Mailing list (inonet-observers[at]irc.ee) of experienced NCPs from APRE and Archimedes was created.

Analysis of INCO relevant documents from other FP7 Work Programmes (deliverable 4.1.2)

At the end of July 2010 the Google based support tool was created to help find INCO relevant calls from work programmes. Information is opened at <https://www.archimedes.ee/incontact/topics>. The calls dataset provides a simple way to find calls that are targeted to a specific country or countries. The FP7 calls and more specifically, the topics within the calls, can be filtered using different search criteria, e.g.: **call's open/closed status, countries targeted to, work programme, and keyword search.**

There is a link to a **custom RSS feed** that can instantly inform users when a call that matches search criteria is added to the INCONTACT dataset.

The “INCO tool” offered the unique opportunity for someone to look for specific targeted FP7 opportunities in specific countries or regions and was appreciated by the INCO community.

In total, 75 different calls, oriented to international cooperation were opened in the works programmes of 10 priority areas. Food, agriculture, biotechnology and Environment programmes included the greatest number of specific ICPC calls.

Site Usage

During the period 19th July 2010 to 31th March 2011 the site was visited 4758 times by 3278 visitors from 133 countries.

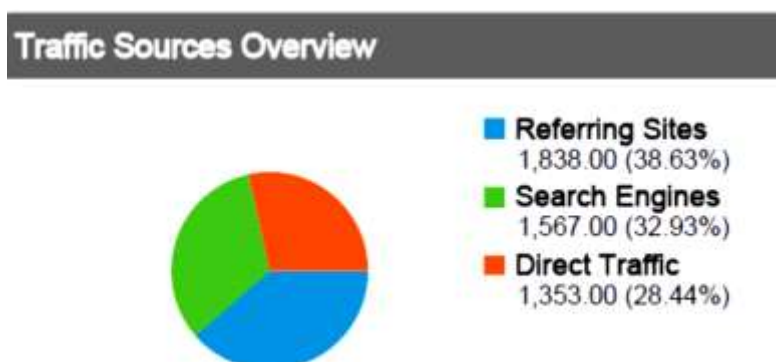


As we see from the following the figure below, majority countries are covered. The most active users were Germany (650), Italy (428), Estonia (320), Belarus (305), France (251), Spain (209), United Kingdom (164), Russia (152), Tajikistan (136), Belgium (119).



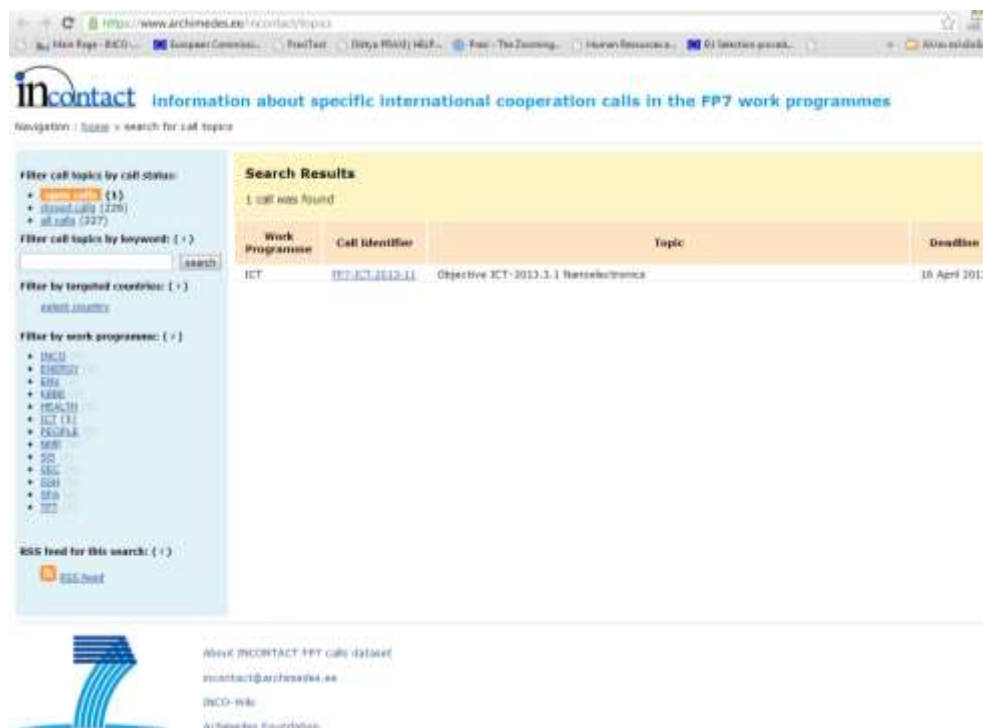
4,758 visits came from 133 countries/territories

Figure: Visits to the FP7 INCO tool per country



<i>Call</i>	<i>Pageviews</i>	<i>Unique Pageviews</i>
FP7-KBBE-2011-5-CP-CSA	796	706
FP7-ENV-2011	545	473
FP7-HEALTH-2011-single-stage	484	433
FP7-INCO-2011-6	472	406
FP7-TPT-2011-RTD-1	220	205

At the end of July 2010 the support e-tool was created to help find INCO relevant calls from work programmes throughout the whole range of FP7. The e-tool is hosted under the Archimedes website at <https://www.archimedes.eu/incontact/topics>, and is also naturally published on the INCONTACT website.



The SICA calls e-tool provides a simple way to find calls that are targeted to a specific country or countries (SICA, targeted opening, etc). The FP7 calls and more specifically, the topics within the calls, can be filtered using different search criteria, e.g.: **call's open/closed status, countries targeted to, work programme, and keyword search.**

There is a link to a custom RSS feed that can instantly inform users when a call that matches search criteria is added to the INCONTACT dataset.

On 10th of July 2012 in the EU 7th Framework Programme were opened 10 different work programmes with 25 specific international cooperation calls, in total with 61 different topics - KBBE (8), INCO (9), ENERGY (5), ENV (5), ICT (7), NMP (3), SSH (5), TPT (13), SPA (5), SEC (1).

Statistics

- During the period 01st January 2012 to 31st December 2012 the e-tool site was visited **4,278** times by **3,031** visitors from **133 countries**.
- The most active users were Belarus (551), Germany (531), Russia (244), Estonia (212), Italy (195), Guatemala (174), Spain (152), United Kingdom (142), Belgium (122).
- In the most cases, tool was found, using referring sites, or search engines, but also the direct traffic. Top traffic sources were Google, direct, increast.eu, eubuero.de.
- The most favourable browsers were: Internet Explorer, Firefox, Chrome, Opera, Safari.

The last calls in EU 7th Framework Programme opened in July 2012. Among them 25 were specific international cooperation calls, in total with 61 different topics – TPT (13), KBBE (8), INCO (9), ENERGY (5), ENV (5), ICT (7), NMP (3), SSH (5), TPT (13), SPA (5), SEC (1).

The majority calls and topics closed in 2012 – in October -7 topics, in November -22 topics, in December – 12 topics. In 2013 (January-April) were closed 20 topics. The user's statistics of the dataset reflected this situation.

- During the period 01st January 2013 to 31st December 2013 the site was visited 2089 times by 1008 visitors from 84 countries. This is about three times less than in previous period.
- The most active users were United States, Germany, Estonia, Belgium, United Kingdom, Russia, Ukraine, France, Belarus, and Spain.

Short report of the information disseminated by the Observers to the INCO NCP/NIPs and to the Thematic/Horizontal NCPs (Deliverable 4.1.3)

- Information about the searchable tool on international cooperation calls <https://www.archimedes.ee/incontact/topics> was sent to thematic programmes NCP projects coordinators and third countries NCP coordinators.
- In parallel information about activities was published to INCO-WIKI (http://www.ncp-incontact.eu/nkswiki/index.php?title=First_results_of_the_INCONTACT_web_based_tool_on_specific_international_cooperation_calls)
- Information about INCONTACT activities was published in Estonian newsletter Innovaatika (<http://innovaatika.archimedes.ee/leht/2011/04/incontact-andmebaasi-esimene-aasta/>) and PACE-net newsletter (www.apre.it/ricerca-europea/INCO/allegati/Newsletter-n1.pdf, also in Fit for Health project website (<http://www.fitforhealth.eu/news/information-about-specific-international-cooperation-calls-in-fp7/263.aspx>).
- INCONTACT was invited and participated (Daan Du Toit) in the Health NCPs meeting in Brussels (7 June 2010) representing the INCO NCPs.

The INCONTACT SICA calls e-tool was disseminated widely through different communication channels in Europe and Third Countries:

- newsletters and news sites:
 - (19.07.2012 TRIC contact without borders Объявлены новые конкурсы Седьмой рамочной программы научно-технологического развития ЕС;
 - Newsletter 17 – 08. Oktober 2012 INHALT - NKS-SWG
 - www.nks-swg.de/_media/SWG_Newsletter_17_2012.pdf ;
 - новостной бюллетень за август 2012 г
 - csr.spbu.ru/wp-content/uploads/.../Newsletter_inco_ncp_August2012.pdf;
 - Innovaatika 12.07.2011 www.archimedes.ee/teadus/index.php?leht=9 ;
 - Сотрудничество- 7РП molbiol.ru/forums/index.php?act=Attach&type=post&id=145234;
 - Седьмая рамочная программа научно - Высшая школа экономики www.hse.ru/data/2011/07/28/1214998823/Transport.pdf aktuelle Ausgabe unseres
 - Newsletters-Europa-MV: www.europa-mv.de/docs/download/38547/Newsletter_Dezember.pdf;
 - CORDIS: Technology Marketplace: Results
 - cordis.europa.eu/fetch?CALLER=NEW_RESU...D... - 29 Nov 2012;
 - Innovation Info Dezember 2012 - Steinbeis Europa Zentrum
 - www.steinbeis-europa.de/index.php5?mode=newsletter&id ;
 - 69 тем для проектов типа SICA www.fp7-nip.org.by/ru/print/?brief=ff37393ad24ea71a ;
 - EU- Forschungsförderung Aktuelle Programminformationen Dezember 2012
 - http://www.steinbeis-nordost.de/dokumente/Foerderinfo_Dezember_2012_SFZ.pdf

- Conferences materials (27 сентября 2012 г. Информационно-методический семинар «ВОЗМОЖНОСТИ ДЛЯ РАЗВИТИЯ НАУЧНОЙ КАРЬЕРЫ И МЕЖДУНАРОДНОЙ МОБИЛЬНОСТИ УЧЕНЫХ»Belarus; конференции 2012 - ГНУ «Институт экспериментальной ...botany-institute.bas-net.by/?s=конференции+2012)
- Information days and trainings . The e-tool was presented in the INCONTACT events and conferences but also by the European Commission :
 - Specific International Cooperation Calls in FP7 work programmes on 2012. FP7 2013 Work Programmes International Dimension Opportunities for US Partners Errol Levy Research & Innovation Directorate General, European Commission 20 July 2012;
 - -FP7 2013 Work Programmes International Dimension Paul Vossen, Research & Innovation Directorate General Opportunities for Latin American and Caribbean (LAC) countries;
 - -17.07.2012 -FP7 2013 Work Programme International Dimension in the Capacities Specific Programme Opportunities for Latin American and Caribbean (LAC) countries Cornelia Nauen, Paul Vossen Research & Innovation Directorate General, European Commission.

Partner search form (Deliverable 4.1.4)

During the INCONTACT kick off meeting it was decided (and approved by the Scientific Project Officer) that there is no need to create a new partner search form, as CORDIS was preparing its new partner search service.

Instead of creating a partner search form, information about different partner search opportunities was published in INCO WIKI at www.ncp-incontact.eu/nkswiki/index.php?title=Partner_search_tools

The site is structured as following:

- General partner search tools (Cordis Partner Search, Information Exchange in Science and Technology between the European Research Area and Eastern European/Central Asian Countries)
- FP7 Co-Operation programme (Health: Health projects for small or medium-sized enterprises; CPN-Africa – a contact point network to guide young African scientists (YAS) into the research grants on poverty-related diseases; Nanotechnologies and new materials; Knowledge Based Bio-Economy; Environment; Security; Net4Society; Platon+ homepage).
- FP 7 Capacities programme (Research Potential; Small and Medium-sized Enterprises; Science in Society ; Research Infrastructures)
- FP7 People programme (People Network partner search).

Analysis of partner search results (Deliverable 4.1.5)

The basis of analysis was CORDIS partner search database for period July 2010 till March 2011. Third countries partner searches were extracted from the total dataset. In total 439 organisations from 23 countries have inserted their profiles to CORDIS.

As predicted, the most active organisations belonged to education and research, while Innovation related organisations constituted a quarter of the published partner searches:

Table: Partner Searched per organization type	
Type	No
Research	292
Education	200

Consultancy	95
SME	89
Technology transfer	78
Non Commercial	47
Industry	36

The majority of organisations (46%) defined themselves by field as engineering and technology related organisations (Table 2). This confirms once more time the fact that FP7 attracts innovation-oriented organisations.

<i>Table 2: Organisations by field (OECD classification)</i>	
Field	No
ENGINEERING AND TECHNOLOGY	186
NATURAL SCIENCES	117
MEDICAL SCIENCES	44
SOCIAL SCIENCES	27
AGRICULTURAL SCIENCE	21
HUMANITIES	12

The aim of this task was to strengthen the collaboration and the exchange of information with the thematic NCPs. Several activities had been foreseen in the project workplan and were executed accordingly including:

- The establishment of a network of observers covering the FP7 horizontal/thematic activities
- An analysis of INCO relevant documents from other FP7 programs
- Information dissemination to/from the INCO and the Thematic NCPs
- Support in partner search

The basis of analysis was CORDIS partner search database for period 1 July 2011 till 31 December 2012. Third countries partner searches were extracted from the total dataset. The objective is to identify trends regarding the usage of the Cordis Partner Search tool by Third countries organisations.

In total **989 partner profile** forms from **76 countries** have been inserted into CORDIS during this period. Dividing the profiles list by ICPC country's list, we see that the most active has been East Europe and Central Asia (EECA) countries, and Mediterranean Partner countries (MPC).

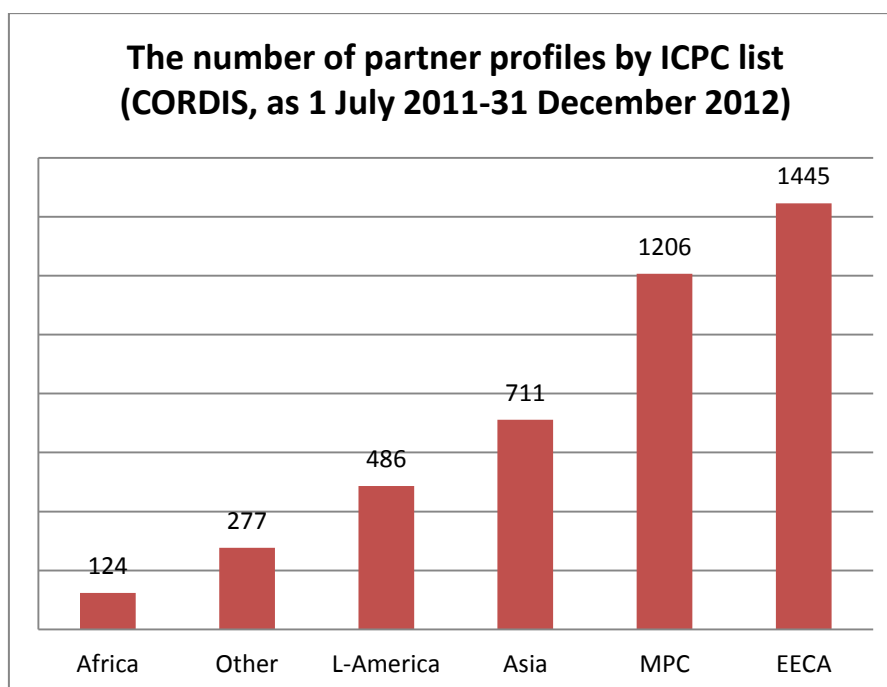


Figure: The number of partner profiles by ICPC list
(CORDIS, as 1 July 2011-31 December 2012)

Among these counties, 20 constitute the core – 78% from all partner search profiles (Figure 1).

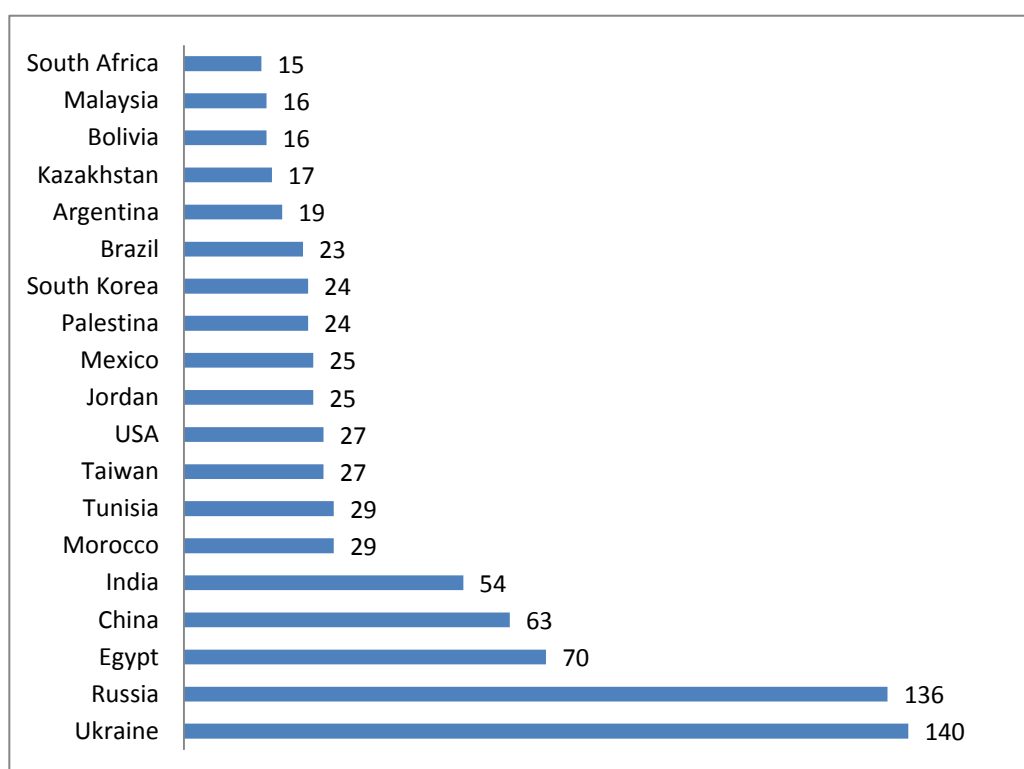


Figure: The core countries from Partner searchers profiles

The general tendency in partner profiles is the absence of expertise field – in 58,5% cases. There is no regional specificity. It certainly affects the attractiveness and use of profile data. If we take the active partnership requests as indicator of success, then it is very low – in average 4%. From 76 counties only with

profile holders from 8 countries have been made the active partnership request. The biggest number (24) active partnership requests was made to Ukraine profile holders, in percentages the most successful were Armenian (from 8 profiles to 2 was made active partnership requests – 25%), Pakistan (from 11 profiles to 2 was made active partnership requests – 18,2%), Ukraine (from 140 profiles to 24 was made active partnership requests – 17,1%).

The existence of **Expertise** was defined in 68 different fields. If to take out horizontal fields (Scientific Research, Education, Training, Coordination, Cooperation, Innovation, Technology transfer) which were mentioned the most, we can see more topical picture (Figure 3). There are some differences by regions, for example for **EECA** countries the most occurred key words are Environmental protection, Energy related issues, Nanotechnology and nanosciences; for **Asian** countries – energy and ICT related issues, but also environmental protection and agriculture; for **Mediterranean Partner Countries** - Environmental protection, Energy related issues, Medicine and Health; for **African** countries – Renewable sources of energy, sustainable development, agriculture; for **Latin American** countries – Environmental protection, Regional development, Sustainable development.

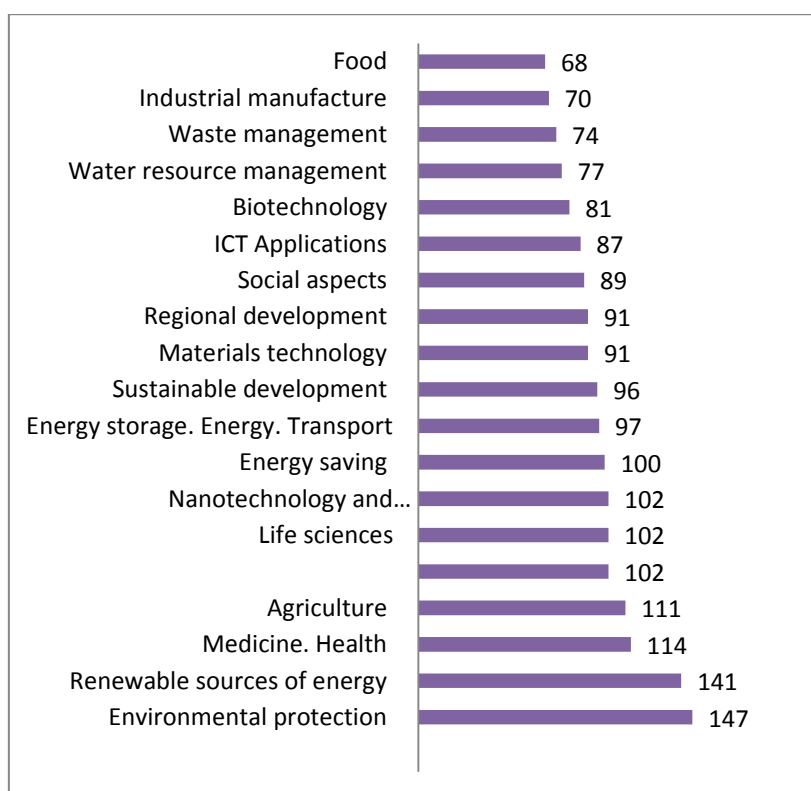


Figure: The main areas of expertise

3.3.3 Setting the basis for a global dialogue (Task 4.2)

It is evident that there is a need in establishing a platform for discussing common issues/problems related to FP7 that affect the cooperation with third countries.

First a Concept Note for the INCONTACT Inter-regional Dialogue Platform (initially as per DoW – Committee on Research Policy) was drafted by HSE and RCN, discussed with the EC and project partners and finalized.

According to the approved concept note, the INCONTACT inter-regional dialogue platform (RDP) will be set within the activity of the FP7 project INCONTACT – One World - Trans-national co-operation among NCPs for International Cooperation. RDP is a tool to provide on-demand support ongoing and established formal policy dialogues between the European Commission and third countries.

Aim and scope of activity

The RDP serves to support, in “standby mode”, the established EU-third countries policy platforms. It is a venue for informal exchange of information, for testing joint ideas and initiating activities; it serves as a forum (focus group) for discussion of S&T priorities for EU-third countries and their S&T collaboration within the EU Framework Programmes for Research and Technological Development (FP). RDP will also serve to identify the research based knowledge within the policy dialogues. The RDP has an informal nature, however with global outreach that allows testing the potential of the future EU-third countries S&T priorities, ideas and initiatives.

With the aim of establishing long lasting effects the RDP shall not only focus on the ten thematic areas in the FP7 but with emphasis on the global challenges also follow the ongoing process of developing the FP8. Within this frame the RDP aims at contribution to

- Raise the competence of the NCPs about the Framework programme
- Exchange knowledge about research centres (in EU/EEA and the 3. Countries) that are focusing on global challenges
- Contribute to define gaps and challenges in the participating countries with the aim to be able to cooperate in European research consortium
- Contribute to strengthen the different countries policy-makers knowledge base about the importance and the impact of international cooperation through the FP.

It was also decided that the Platform will not have a permanent composition, but will be an *ad hoc* side event of annual INCO conferences. Each time the composition will be depending on the target/ focus region of the conference. The Platform will serve the objectives of WP4 - to initiate and host a global dialogue on research policy and to increase regional awareness on FP7.

The first step towards the organisation of the RDP took place in the 1st INCO Conference in Athens, session 2 “*International conference on scientific policies in third countries and FP7*”, as described in Task 2.1. This session was devoted to discussion of the EU-third countries joint S&T priorities and actions.

The first meeting of the Platform under the approved concept will take place before the second INCO conference in Pretoria (South Africa) and will focus on Africa countries.

The Platform composition was proposed by DST and agenda for the first meeting was drafted by HSE. Background documents and materials to be distributed to Platform members were gathered. The outcomes of the meeting will feed into Recommendations of the joint committee on the EU-third countries joint S&T actions (D 4.2.1) and briefly presented at the conference panel.

Annexes (attached files): TOR of the INCONTACT Inter-regional Dialogue Platform; invited participants of the first meeting in Pretoria, draft agenda of the meeting and list of background documents.

Work and Activities

To achieve the task goal HSE together with RCN undertook the following activities during the 2nd reporting period:

- Prepared agenda for the first and the second meeting of the INCONTACT Inter-regional Dialogue Platform;
- Prepared two background papers for the first and the second meeting of the INCONTACT Inter-regional Dialogue Platform (target regions: Africa and Southeast Asia);
- Prepared conclusions and recommendations of the joint committee on the EU-third countries joint S&T actions (target regions: Africa and Southeast Asia);

- The preparation of the Analytical report on International S&T Cooperation for addressing the global challenges is in progress. The last months of the reporting period were devoted to the analysis of the following World regions: Africa, Southeast Asia and Middle East.

Significant results achieved

The implementation of the mentioned activities contributed to achieving the following results:

- The representatives of the third countries from Africa and Southeast Asia got an opportunity to discuss the most urgent problems of the S&T cooperation;
- The conclusions and the recommendation on the results of the INCONTACT Africa Regional Dialogue Platform Meeting were forwarded to the representatives of the European Commission, while the results of the INCONTACT Southeast Asia Regional Dialogue Platform Meeting were presented during the 3-rd INCO Conference in Bonn on 18 June, 2012.

Deliverables

- [Recommendations of the INCONTACT Inter-Regional Dialogue Platform on the EU-third countries joint S&T actions \(Africa\).](#)
- [Recommendations of the INCONTACT Inter-Regional Dialogue Platform on the EU-third countries joint S&T actions \(Southeast Asia\).](#)

Work and Activities

To achieve the task goal HSE together with RCN have undertaken the following activities during the final reporting period:

- Prepared agenda for the 3rd meeting of the INCONTACT Inter-regional Dialogue Platform held as side-event of the 2013 INCO conference in Marseille;
- Prepared a background paper for the 3rd meeting of the INCONTACT Inter-regional Dialogue Platform (target regions: Latin America and the Caribbean (LAC) and Mediterranean Partner Countries (MPC);
- Prepared conclusions and recommendations on advancing the EU-third countries cooperation in science, technology and innovation (STI) (target regions: LAC and MPC);
- The Analytical report “International S&T cooperation for addressing the global challenges” was also prepared and encompassed the outcomes of all three INCONTACT Inter-regional Dialogue Platform meetings. The EU STI cooperation with the following World regions was analysed: Mediterranean and Middle East; Southeast Asia; Africa; Latin America and the Caribbean.

Significant results achieved

The implementation of the mentioned activities contributed to achieving the following results:

- The representatives of the third countries from LAC and MPC got an opportunity to discuss the most urgent problems of the S&T cooperation;
- The conclusions and the recommendation on the results of the INCONTACT LAC/MPC Regional Dialogue Platform Meeting were presented during the 4th INCO Conference in Marseille (2013).

Deliverables

Deliverable 4.2.1 Recommendations of the joint committee on the EU-third countries joint S&T actions were submitted (these were integrated in the analytical report [“International S&T cooperation for addressing the global challenges”](#))

3.3.4 Organisation of local FP7 events in third countries (Task 4.3)

The overall objective of this task is to increase awareness in third countries about FP7 and the target was to organise around 17 local events (depending of the available resources). The events, as foreseen in the DoW, should be co-organised with the cooperation of local INCO NCPs and synergies would be investigated with the respective INCONET or BILAT projects. Special focus would be also drawn on regions that are not sufficiently represented in the project, such as South America and South-East Asia.

Other initiatives with similar tasks within the INCO-programme are also to be taken into consideration, e.g. INCO Nets, and BILAT projects which partly also have the task of arranging information events about FP7. Any kind of duplication with these projects should be avoided.

After having identified countries in different regions of the world where information events could take place, potential host organisations had been approached and had been asked whether they would be interested in arranging such an event. A brief evaluation, based on the criteria above, then led to the identification of suitable local events.

It should be also noted that an invitation for expression of interest of arranging local information days was sent to all registered INCO NCPs or NCP coordinators and also other opportunities were investigated in countries without NCP nominations.

The report on how to plan the information events was delivered in June 2011.

The general criteria are to arrange events at places where most impact can be achieved:



- Potential participation at event
- Current participation in FP7
- Regional accessibility (neighbouring countries participation)
- Local organisation capability (and interest)
- Existence of NCP or NIP in host country

During this first period of the project, 10 events were organised by INCONTACT or co-organised with other projects and initiatives.

Organisation of local events (Deliverable 4.3.1)

The organisation of the local FP7 events is coordinated by VINNOVA, while also VINNOVA holds and distributes the budget for the events in 3rd countries not being represented in the project. During the 2nd reporting period, the following **10** information days were organised:

<p>28 January 2010, Cairo, Egypt</p> <p>Local organiser: MHESR (INCONTACT)</p> <p><i>Event in collaboration with the "Euro-Mediterranean Innovation Marketplace"</i></p>	<p>The FP7 infoday (session) was organised in Cairo, at the 28th of January 2010, inside the "Innovation Market Place" conference.</p> <p>The "Euro-Mediterranean Innovation Marketplace" is the platform for science and innovation stakeholders from European and Mediterranean countries to meet, network and further develop innovative business ideas, projects and partnerships. The event included an innovation exhibition offering opportunities to meet potential partners and learn about new inventions and technologies.</p> <p>The three day Marketplace also featured an Innovation and Research Forum with various plenary sessions, debates, and hands-on presentations delivered by key political players, scientists, entrepreneurs, inventors and business people to address issues of interest to the scientific and industrial regional community.</p> <p>Check the INCOwiki for more information</p>
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<p>15 June 2010, Moscow Russia</p> <p>Local organiser: HSE (INCONTACT)</p> <p><i>Event in collaboration with INCO NET</i></p>	<p>An Information Day on Thematic Research Priority “Environment (including Climate Change)” of the EU 7th Framework Programme for research and technological development (FP7) was organized by the University – Higher School of Economics (HSE, Russia) and the Institute of Fundamental Technological Research of Polish Academy of Sciences on 15 June 2010. The event lasted one full day at HSE premises and was organized in the framework of EECA project “S&T International Cooperation Network for Eastern Central Asian Countries” and INCONTACT – One World. The objectives of the</p> <p>... practical instruments to support national research priorities setting in ... of environment;</p> <p>... new the FP7 work programme and forthcoming calls for proposals under ... ment (including Climate Change)”;</p> <p>... nt the relevant success stories and outline of thematic areas for further ... a cooperation.</p>
	<p>The infoday attendees were representatives of ministries, research organizations and Russia, while some of the key speakers came from the EU MS. The ... able to present and communicate in English and Russian (simultaneous ... ovided).</p> <p>More information on the event is published in the INCOWiki.</p>
<p>28 June 2010</p> <p>Quito, Ecuador</p> <p>Local organiser: SENACYT</p>	<p>A 3 day event was organised in Quito, Ecuador by INCONTACT-one world and in cooperation with SENACYT.</p> <p>On the 28th of June and open FP7 infoday was organised with 48 participants, targeting mainly the Equadorian research community. The objective of the infoday was to give a quick overview of FP7 and to provide the basic information to make your start in the program. The agenda included the presentation of the LA participation in FP7, a partner search guide for researchers, and the presentation of the local INCO NCPs.</p> <p>During the following 2 days, a tailor-made NCP training workshop was organised for the INCO NCPs of the Andean countries (Bolivia, Ecuador, Peru). The idea was to provide information related to the program but also information regarding the organisation of the NCP office and the provision of services to researchers.</p> <p>More information for the event is published in the INCOWiki</p>
	<p>The second SEA-EU-NET NCP training event was organised by NSTDA and TUBITAK in Bangkok, Thailand on 2-4 August 2010 within the framework of the SEA-EU-NET project with the support of certain NCP projects, like BIOCIRCLE, Net4Society, INCONTACT, HEALTH-NCP-NET, C-Energy+ and SEACOOP. The NCP training was followed by an FP7 Information Day in Bangkok on 4 August 2010 with the participation of more than 150 researchers from the SEA region.</p> <p>The NCP Training was conducted by experienced EU NCPs on critical FP7 issues, such as how to access FP7, how to find a European partner as well as FP7 horizontal themes. The second day of the training comprised parallel break-out sessions on FP7 Thematics, involving Health, ICT, Environment, Energy, Social Sciences and Humanities, as well as Food and Agriculture, which aimed to identify specific FP7 Calls relevant to Southeast Asia researchers.</p> <p>In the frame of the FP7 Info Day, information on FP7 participation opportunities and relevant 2011 calls for the SEA researchers was provided by the European NCPs. Moreover</p>
<p>2 August 2010</p> <p>Bangkok, Thailand</p> <p>Local organiser: NSTDA (INCONTACT)</p> <p><i>Event in collaboration with INCO NET SEA-EU-NET</i></p>	



Moreover FP7 Success Stories were shared by Thai researchers.

The events were followed by a site-visit to the NSTDA facilities on 5th August 2010.

[For more information and presentations of the event, please visit the INCOWiki .](#)



6 September 2010

Shanghai, China

Local organiser: CECO/SCTEC (INCONTACT)

Event in collaboration with BILAT SILK Project.

The EU FP7 Infoday was held in Shanghai on September 6,

2010. The infoday was jointly organised by INCONTACT and Bilat-Silk, and was mostly focusing on the open calls published in July 2010. Special focus was drawn upon the specific International Cooperation activities focusing China, while the areas of Environment, Health and Knowledge Based Bio-economy will be extensively presented.

The event was co-sponsored by China Science and Technology Exchange Center (CSTEC), the Science and Technology Commission of Shanghai Municipality (STCSM) and organized by Shanghai Science and Technology Exchange Center.



Philippe Vialatte, Science Counsellor of the Delegation of the European Union to China, **Chen Heping**, Deputy Director General of CSTEC, and officials from STCSM addressed the event. Representatives from the European Commission's Research DG, the Swedish Governmental Agency for Innovation Systems, the Italian Agency for the Promotion of European Research, the Foundation for Research and Technology-Hellas and the University of Surrey of the UK talked about the main elements of the FP7, its application procedures, IPR rules, scope and partnership opportunities. The EU representatives also provided the latest bidding information for FP7 projects. Speakers from the Research Institute of Micro/Nano Science & Technology (RIMNST) of Shanghai Jiao Tong University and the School of Public Health of Fudan University shared their experience of participation in FP7 projects.



The seminar attracted more than **150 delegates** from local universities, research institutions, professional societies, hospitals and companies located in high-tech parks in both Shanghai and neighboring regions. In the afternoon session of the seminar, Chinese delegates engaged in a lively discussion with EU representatives on issues related to the EU Framework Program, including IPR protection, spending schemes and means of participation.

The Infoday provided an opportunity for research institutions and universities in Shanghai and neighboring areas to acquire valuable information about how to apply for EU FP7 funded projects, which will further advance China-EU cooperation in science and technology.

[More information is available in the INCOWiki](#)

<p>1-3 December 2010, Johannesburg, South Africa</p> <p>Local organiser: DST (INCONTACT)</p> <p>Event in collaboration with CAAST-net</p> 	<p>The Sub-Saharan Trans-National Cooperation among NCPs for International Cooperation (INCONTACT) Workshop held on 1 – 3 December 2010, Pretoria, South Africa</p> <p>According to the initial planning INCONTACT-one world and CAAST-net joined forces to organise a 3-day event for understanding the African research policy, stimulating the African participation in FP7 and explaining the role and need for nominating INCO NCPs. In addition, the December workshop was planned as a preparatory phase by the Department of Science and Technology for the Africa conference that will be held in 2011. The objectives were to discuss the following points amongst African counterparts in line with the project aims which are:</p> <ul style="list-style-type: none"> • Building African regional capacity with regard to FP7 understanding and improving the ability of officially designated FP7 National Information Points (NIPs) in Africa to carry out their responsibilities to promote FP7 participation in their countries; • Providing a basis for networking between African NIPs in order to promote cooperation and coordination between African countries with regard to promoting African participation in FP7; • Facilitating contact between African NIPs and EU international cooperation (INCO), National Contact Points (NCPs), INCO NCPs to share experiences and identifying best practice in provision of NCP / NIP services and creating a platform for future cooperation in FP7 and fostering appropriate integration of African NIPs into the FP7NCP networks; and • Considering and recommending on modalities for African participation in FP7. • Considering and recommending on modalities for African participation in FP7. <p>The event was well attended with delegates representing the following countries, Angola, Botswana, Ghana, Kenya, Lesotho, Malawi, Mozambique, Namibia, Uganda, Zambia, and Zimbabwe. From South Africa, the South African FP7 National Contact Points (NCPs) participated by making presentations in their respective thematic areas.</p> <p>Check more info in the INCOwiki</p>
<p>3 May 2011 Doha, Qatar</p> <p>Local organiser: Qatar University</p> <p>Event in collaboration with INCONET GCC.</p>	<p>The EU FP7 Infoday in Doha was jointly organised by INCONTACT and INCONET-GCC, and was especially addressing the international cooperation opportunities within FP7. Special focus was drawn on the Marie Curie activities and on the International dimension of FP7.</p> <p>INCONTACT supported the event with INCO NCP speakers. The infoday gathered more than 40 participants.</p> <p>More information for the event is available in the INCOwiki</p>
<p>10 May 2011 Thiruvananthapuram, India</p> <p>Local organiser: National Institute for Interdisciplinary Science and Technology – NIIST, CSIR</p> <p><i>Event in collaboration with the FP7-projects EUINEC, New Indigo, and India Gate</i></p>	<p>The "'INFO DAY EU – INDIA S&T Cooperation Funding Opportunities'" took place the 10 May at National Institute Interdisciplinary Science and Technology National Institute for Interdisciplinary Science and Technology (Formerly Regional Research Laboratory), Council of Scientific & Industrial Research, India, Thiruvananthapuram. The Info day was jointly organized by four projects INCONTACT, EUINEC, New INDIGO and INDIA GATE. The event was financed by INCONTACT project.</p> <p>The information day gathered about 50 participants. 3 European NCP and 2 European experts were contributing with presentations. The seminar was opened by the director of National Institute for Interdisciplinary Science and Technology, NIIST, Mr Suresh Das. Experiences from participation in FP7-projects were given by Indian researchers.</p> <p>The Info Day covered the full picture from an overview and statistics on the participation of Indian organizations in FP7, funding opportunities including FP7, NPP and bilateral opportunities, Seventh Framework programme, to how to get involved and where to find partners. People already involved in FP7 shared their experiences with the other</p>



Welcome words



Audience


participants and the session ended with a discussion on pros and cons of participating in FP7.



[More information on the event is available in the INCOwiki](#)



<p>11 May 2011, Kuwait</p> <p>Local organiser: Dasman Institute</p> <p>Event in collaboration with INCONET GCC.</p>	<p>FP7 Information Day and Policy Discussion, 11/5/2011, Kuwait</p> <p>The EU FP7 Infoday in Kuwait was jointly organised by INCONTACT and INCONET-GCC, and hosted by the Dasman Diabetes Institute.</p> <p>The infoday was especially addressing the international cooperation opportunities within FP7. Special focus was drawn on the Marie Curie activities, Health, ICT and on the International dimension of FP7. INCONTACT supported the event with speakers.</p> <p>The infoday gathered more than 40 participants from the local research community.</p> <p>Find more info in the INCOwiki</p>
<p>23 June 2011, Beijing, China</p> <p>Local organiser: CECO/SCTEC (INCONTACT)</p> <p><i>Event in collaboration with BILAT SILK Project and Biocircle.</i></p>	<p>The EU FP7 Infoday was held in Beijing on 23-24 June 2011. The infoday was jointly organised by INCONTACT, Bilat-Silk, and Biocircle. The local hosts was CECO and Peking University.</p> <p>The infoday was mostly focusing on the open calls to be published in July 2010. Special focus was drawn upon the specific International Cooperation activities focusing China, Environment, AgroFood, and the Marie Curie program. Finally, Chinese participants with successful participations in FP7, presented their experiences and strategy.</p> <p>At the 23rd of June Philippe Vialatte, Science Counsellor of the Delegation of the European Union to China, presented the research collaboration between EU and China, as well as the future opportunities, Mr Epaminondas Christofilopoulos (FORTH) presented the FP7 and the specific opportunities for Chinese organisations, while Mrs Christin Pfeiffer presented the Marie Curie program.</p> <p>At the 24th of June, the event was devoted to the new calls in FAFB and Environment, while specific aspects of proposal writing and project participation were also presented.</p> <p>Find more information in the INCOwiki</p>

During the 2nd reporting period, the following 9 information days have been organised:

<p>Jakarta, Indonesia</p> <p>20-21 June 2011</p> <p><i>Event in collaboration with INCO NET SEA-EU-NET</i></p>	<p>The first day of the event was dedicated to the FP7 Info Day, which included the presentations of FP7 EU NCPs about upcoming calls with a special focus on topics of interest for SEA as well as the Networking event between the SEA and European NCPs.</p> <p>In the second day, FP7 European NCPs delivered a training on not only FP7 horizontal themes, but also parallel thematic sessions, involving ICT, Environment, Energy, Nanosciences, Nanotechnologies, Materials and new Production Technologies, as well as Knowledge Based Bio-Economy, with the aim of identifying specific FP7 Calls relevant to</p>
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	<p>Southeast Asia researchers.</p> <p>More information is published in the INCOwiki</p>
<p>Bangkok, Thailand</p> <p>23-24 June 2011</p> <p><i>Event in collaboration with INCO NET SEA-EU-NET</i></p>	<p>Infoday, 23 June 2011</p> <p>The aim of this information day was to provide detailed information to the research community about the FP7 calls, as well as giving a general overview of FP7.</p> <p>European FP7 National Contact Points (NCPs) provided specific information on upcoming Calls for Proposals that were open for participation by Thai researchers.</p> <p>Roundtable, 24 June 2011</p> <p>Thailand had appointed NCPs covering all 10 FP7 thematic areas as well as Marie Curie and INCO. The NCP Roundtable meeting was intended to do two things: 1) to put relevant information on upcoming FP7 Calls into the hands of Thai NCPs, and 2) to provide an opportunity for Thai NCPs to get to know their European counterparts.</p> <p>More information is published in the INCOwiki</p>
<p>23-24 June 2011</p> <p>Beijing & Jinan, China</p> <p>Local Organiser: CECO, Peking University</p> <p><i>Event in collaboration with BILAT-SILK & BioCircle</i></p>	<p>The EU FP7 Infoday was held in Beijing on 23-24 June 2011. The infoday was jointly organised by INCONTACT, Bilat-Silk, and Biocircle. The local hosts were CECO and Peking University.</p> <p>The infoday was mostly focusing on the open calls to be published in July 2010. Special focus was drawn upon the specific International Cooperation activities focusing China, Environment, AgroFood, and the Marie Curie program. Finally, Chinese participants with successful participations in FP7, presented their experiences and strategy.</p>  <p>At the 23rd of June Philippe Vialatte, Science Counsellor of the Delegation of the European Union to China, presented the research collaboration between EU and China, as well as the future opportunities, Mr Epaminondas Christofilopoulos (FORTH) presented the FP7 and the specific opportunities for Chinese organisations, while Mrs Christin Pfeiffer presented the Marie Curie program.</p> <p>At the 24th of June, the event was devoted to the new calls in FAFB and Environment, while specific aspects of proposal writing and project participation were also presented.</p> <p>Find more information in the INCOwiki</p>
<p>22 July 2011</p> <p>Moscow, Russia</p> <p>Local Organiser: National Research University "Higher School of Economics" (HSE)</p>	<p>The information day was organized by Russian NCPs INCO and Mobility with the support of "INCONTACT – One World" and "BILAT-RUS" projects and featured new FP7 calls that were announced on 20 July 2011.</p> <p>Presentations of the new calls were made by Russian NCPs, German NCP Energy (FZ-Ulich) and a representative of CNRS (France). The representatives of the Russian Ministry of Education and Science, EU Delegation to Russia and HSE addressed the public at the</p>

<p>(INCONTACT)</p>	<p>opening of the event.</p> <p>80 representatives of Russian research organizations and research groups attended the event. The participants were able to present and communicate in English and Russian (simultaneous translation was provided).</p>  <p>Read more information</p>
<p>30 August 2011</p> <p>La Paz, Bolivia</p> <p>Local organiser: Bolivian Vice-Ministry for Science and Technology (Viceministerio de Ciencia y Tecnología, Ministerio de Educación).</p>	<p>The Information day on the seventh framework program for researchers in Bolivia took place on the 30th of August in the Radisson Plaza Hotel in La Paz.</p> <p>Invitations were sent out to researchers in the country by the Bolivian INCO NCP working at the Vice Ministry of Science and Technology of the Bolivian Government. 56 researchers coming from private and public universities in Bolivia attended the information day on the 30th of August. Among these participated also researchers assigned as NCPs by the Bolivian Government in specific thematic areas. Four NCPs coming from Greece, Estonia, Belarus and Sweden where responsible for the information during the day. The presentations where mainly given in English.</p> <p>Check the INCOwiki for more information</p> 
<p>23 April 2012</p> <p>Tokyo, Japan</p> <p>Local Organiser: EU-Japan Centre for Industrial Cooperation</p>	<p>“EU/Japan Innovation Strategy and Cooperation in R&D”, co-organised by INCONTACT and J-BILAT</p> <p>While “Green Innovation” and “Life Innovation” are promoted in Japan’s New Growth Strategy published in June 2010, innovation appeared as one of the most important keywords in the HORIZON2020, framework that follows FP7. Now, one year since the ratification of the EC-Japan science and technology cooperation agreement, further reinforcement of the EU-Japan cooperation in STI is underway.</p> <p>In this seminar, three topics were highlighted especially to further reinforce the EU-Japan cooperation: industrial innovation and EU-Japan cooperation, innovation and education, and systems supporting the promotion of innovation.</p>

	 <p>Check the INCOwiki for more information</p>
<p>21 May 2012</p> <p>Bangkok, Thailand</p> <p>Local organiser: NSTDA</p>	<p>The European Commission had announced the largest Call for Proposals in FP7 in July 2012. In anticipation of this, NSTDA organized an FP7 National Information Day for researchers from across Thailand on May 21, 2012 at the Le Meridien Hotel Bangkok.</p> <p>Four FP7 National Contact Points from across Europe and Israel participated in the event. Dr. Olivier Kuttel, Director of Euresearch from Switzerland; Dr. Shilpi Saxena, NCP Environment from Germany; Mr. Uri Fishelson, Health NCP from Israel; and Dr. Piotr Swiatek, NCP Energy from FZ-Jülich, Germany, led workshops on how to access FP7 with a focus on identifying upcoming calls relevant to Thai researchers including Breakout Sessions and Proposal Coaching.</p> <p>Over 75 researchers and representatives from leading Thai research universities and institutes actively participated in the event, and substantial discussions took place between Thai researchers and invited speakers on identifying relevant calls and finding European partners.</p>  <p>Check the INCOwiki for more information</p>
<p>29-31 May 2012</p> <p>Tunis</p> <p><i>Event in collaboration with INCOMMET (ERAWIDE project)</i></p>	<p>Tunisian information and training days on FP7 (29-30-31 May 2012)</p> <p>The objective of this infoday and training was to enhance the participation of National Institute of Marine Sciences and Technologies (INSTM) and other Tunisian and regional institutions to the European Research Programs. This training session had as main objectives to respond to the following questions:</p> <ul style="list-style-type: none"> • What is the seven Framework Programme of the European Commission (its structure and objectives)? • What opportunities for Mediterranean countries (participation rules, calls for proposals)? • How to join European Project (The selection criteria, setting up a relevant project)? • How to ensure the project monitoring (financial management and reporting)?



[Check the INCOwiki for more information](#)

8-10 October 2012

Dakar, Senegal

*Event in collaboration with
CAAST-NET*

The **INCONTACT-One world** and **CAAST-NET** projects jointly organized the regional infoday in Dakar (Senegal), aiming at increasing African participation in the Seventh Framework Programme and raising awareness of Horizon 2020. On the CAAST-Net side, the event was led by MRS in Senegal and FCT in Portugal, while on the INCONTACT side, it was led by IRD.



The participants targeted by the event were researchers and professors in West Africa, companies (SMEs), NGOs, associations of scientific journalists in the sub-region (Senegal, Benin, Burkina Faso, Cameroon, Cape Verde, Ivory Coast, Ghana, Guinea, Guinea Bissau, Mali, Mauritania, Nigeria, Togo, Ghana).

The opening session was led by a representative of the Officer of the Prime Minister of Senegal and the key note speech on Africa-UE Science, Technology and Innovation cooperation and INCONET activities was given by Dr Ndeye Arame Boye Faye, Directrice Générale de l'Autorité de Radioprotection et de Sécurité Nucléaire. Technical presentations were given by experts from Tunisia, France, Italy, Portugal and Senegal.

The thematic focus on Health, Environment, Agriculture, Food, Biotechnology, Social sciences and Humanities was dictated by the remaining open calls.

With 49 delegates from nine West and Central African countries (Cape Verde, Senegal, Benin, Burkina Faso, Ivory Coast, Niger, Nigeria, Ghana and Cameroun) the meeting was very well attended. Satisfaction among delegates seems to have been very high, judging by the 90% feedback to a satisfaction survey carried out at the end of the event. More

	data will be available soon. Check the INCOWiki for more information
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During the final reporting period, the following 3 information days have been organised:

<p>Santo Domingo, Dominican Republic</p> <p>21 October 2013</p> <p><i>Event in collaboration with EUCARINET</i></p>	<p>INCONTACT INFO DAY on HORIZON 2020. UNIBE, Dominican Republic</p> <p>With the aim of inform and prepare the Caribbean research community face to the next Framework programme of the European Commission "Horizon 2020" an info day was held in the Universidad Iberoamericana (UNIBE), Dominican Republic on October 21, 2013.</p>  <p>This activity is been built as a joint effort of INCONTACT and EUCARINET projects in order to increase the opportunities in the Caribbean region to get involved in Horizon 2020. In a national level, the had received support by the Ministry of High Education Science and Technology of the Dominican Republic.</p> <p>More information and the presentations are available in the INCOWiki</p>
<p>Buenos Aires, Argentina</p> <p>21 November 2013</p> <p><i>Event in collaboration with ABEST III</i></p>	<p>Horizon 2020 Info Days Southern Cone countries – Buenos Aires, Argentina</p> <p>The information day was organized by INCONTACT-One World in collaboration with the French INCO NCP and the Delegation of Regional Cooperation for the Southern Cone and Brazil (Ministry of Foreign Affairs of France).</p> <p>The event entitled "Horizon 2020 Info Days for the Southern Cone" provided information about the guidelines and basic concepts to be applied to the new calls in the framework of Horizon 2020. The meeting was held on November 21st at Fundación Cassará and brought together 114 participants (coordinators and project managers, researchers and institutional representatives from universities and R&D&I). Representatives of the Liaison Offices in Brazil, Argentina and Chile, French experts, researchers from the Southern Cone and NCP (thematic and institutional) also attended.</p> <p>The agenda of the conference was organized in two modules: during the morning, speakers presented general guidelines and tools required to participate in Horizon 2020; during the afternoon, thematic NCPs focused on Information and Communication Technologies (ICT), Food, Agriculture, Fisheries and Biotechnology (KBBE) and Environment.</p>  <p><i>Picture of the welcome remarks, made by Monica Silenzi, from the Research Ministry of Argentina, Jean-François Guéganno, from the Ministry of Foreign Affairs of France (MAE), Ghani Chehbouni, IRD/CNRS representative in Chile, and Pedro Pereira, representative of the European Union Delegation in Argentina.</i></p> <p>Find more info and the presentations in the INCOWiki</p>
<p>Cancun, Mexico</p> <p>5 December 2013</p>	<p>INFODAY ON HORIZON 2020 AND COOPERATION PERSPECTIVES MEXICO – EUROPEAN UNION ON SCIENCE, TECHNOLOGY AND INNOVATION, Cancún, Mexico</p> <p>In the framework of the INCONTACT project, CONACYT organized a local information session about the new opportunities of cooperation in the new European programme for Research and Innovation, Horizon2020. (Agenda attached). This session was organized in the framework of the National meeting for Public Research Centres, in Cancún, México the 5th December 2013. This event brought together thirty-three Research Centres in the country and National Contact Points from different thematic areas.</p>

As keynote speaker was Piero Venturi, Representative of Directorate Research and Innovation in Latin America, European Commission, who presented from FP7 to H2020 and the new European strategy on International Cooperation on Research and Innovation. In addition, some INCONTACT One World partners were invited for presenting specific programmes, such as APRE for the People Programme and other European institutions as Fraunhofer for innovation and cooperation with small and medium enterprises (pictures attached).



The information session was very successful because it followed the official announcement from Dr. Enrique Cabrero, Director General from CONACYT, about the Mexican government commitment to strengthen scientific and technological cooperation with the European Union through funding Mexican entities participating in successful Horizon2020 projects.

[Check additional info in the INCOWiki](#)

3.3.5 First Aid and Twining Scheme for new INCO NCPs (Task 4.4)

The objective of this task was to provide support to new third country INCO INCO NCPs, that will be established during the lifetime of INCONTACT 2, in order to make them operational in the INCO NCP community.

However, in the context of this task, and besides of the formal twining scheme, assistance is provided in general to the new INCO NCPs from EU or third countries. The most common requests from the INCO NCPs are:

- Training of the NCPs & organisation of regional trainings
- Provision of various FP7 presentations to the NCPs
- NCP nomination process and problems
- Request of statistical information

The deliverables of this task was due in month 24, but a short list of the assistance provided and the work done is following:

Twining scheme

A sample MoU for the twining scheme was drafted and published to the [INCO-Wiki](#) . The one page document describes the offered cooperation framework and the services provided to third country NCPs. The service is open to all newly-established third country NCPs.

» Quito, Ecuador, 28-30 June 2010

After the 1st INCO conference in Athens the INCO NCPs from the Andean countries requested to organise an induction training event. SENACYT in Ecuador agreed to host the training in combination with a staff exchange in Quito. After investigating the specific needs, it was decided to organise a 2-day NCP training in combination with an open FP7 Infoday (28-30 June 2011).

INCONTACT covered the travel costs of the NCPs from Peru and Bolivia as well as the costs of the infoday. Beside the 3 INCO NCPs the training was open to a



limited number of CONICYT staff and of local researchers. It should be also noted that the all Andean NCPs were new and they do not participate in any INCO activity (e.g. INCONETs).

[Check more info in the INCO-wiki](#)

» La Paz, Bolivia, 28-30 June 2010

An in depth training seminar was organised in La Paz, after a formal request from the Bolivian Vice-Ministry for Science and Technology, explaining the substantial training needs of the newly established NCP network in the country.

The training was indeed organised together with the Viceministerio de Ciencia y Tecnología, and was dedicated to the recently nominated 10 NCPs (INCO, Transport, ICT, Energy, FBB and Health, & People) in the country. A special agenda was prepared for providing advanced knowledge and information on proposal preparation, Marie-Curie participation process, partner search, budget drafting, and proposal evaluation. FORTH organised the training agenda and identified the trainers from Belarus, Estonia, Greece, and Sweden.



[Check more info in the INCO-Wiki](#)

Other special training activities

» Santo Domingo, Dominican Republic, 8-9/3/2011

INCONTACT, ENLACE and EUCARINET joined forces for organising a special FP7 training seminar addressing the needs of both the local NCPs but all also of the grassroots scientists in Central America and the Caribbean. The logistical support was provided by the Universidad Iberoamericana (UNIBE).

The first day of the training was dedicated on Legal and Financial issues giving an overview of Legal and Financial aspects of FP7 and practical information on rules for funding. The 2nd day included specific topics related to NCP work, such as proposal preparation and success points.

Moreover, special focus was drawn on the People programme, that includes specific actions for researchers outside EU.



» J-BILAT (Bilat Cooperation with Japan), Athens, 9 December 2012

A tailor-made 1-day training was organised in Athens, for the coordinator of the J-BILAT project Dr Toshiyasu Ichioka. The focus was on the role of NCPs in Europe, *modus operandi*, and the range of NCP services.

» Training for (future) Caribbean National Contact Points, Curaçao , 26-27 April 2012

The special training was co-organised by EUCARINET & INCONTACT, with the objective to increase local capacities and to facilitate the setting up of a network of FP7 National Contact Points in the Caribbean. In this perspective, training was delivered to Caribbean NCPs and future NCPs.

The training was designed to allow them to start immediately on their tasks once they returned to their home base. Therefore there was a strong focus on the practical side of their work and the following questions were addressed:

1. How do I raise awareness in my local research community?
2. How do I assist interested parties in finding the right consortia?
3. How do I assist my clients once they are connected to a consortium that is preparing a proposal?



During the training the (future) NCPs worked jointly on the set up of an info day, on how to improve their networks, how to stimulate their clients to use networks and other effective ways to find consortia. The different partner search opportunities and the possibility to participate in brokerage events were addressed as well as the electronic tools provided by the Commission (NEF, EPSS, URF, FORCE, SESAM). In addition they discovered how to find their way around CORDIS and the Participants Portal (hands-on, by making them search for relevant information).

[Read more in the INCOWiki](#)

» NCP training in Dakar, Senegal, 8-10 October 2012

A special training session in Dakar was organized to share good practice of European NCPs and to show to Senegalese colleagues how to organize their daily work and how to approach researchers and other interested stakeholders to disseminate important information on opportunities to participate in Framework Programme calls.

INCONTACT-One world and **CAAST-NET** projects jointly organized the training, aiming at increasing African participation in FP7 and raising awareness of Horizon 2020. On the CAAST-Net side, the event was led by MRS in Senegal and FCT in Portugal, while on the INCONTACT side, it was led by IRD.

With 49 delegates from nine West and Central African countries (Cape Verde, Senegal, Benin, Burkina Faso, Ivory Coast, Niger,



Nigeria, Ghana and Cameroun) the meeting was very well attended. Satisfaction among delegates seems to have been very high, judging by the 90% feedback to a satisfaction survey carried out at the end of the event. More data will be available soon.

[Check the INCOwiki for more information](#)

» NCP training in Pune, India, 29-30 August 2013

INCONTACT has responded to a request from the New Indigo project, and co-organised a 2-day training workshop for the Indian experts.

This second Focal Points training was held in Pune on 29-30 August 2013. It was a joint event by New INDIGO and INCONTACT and was hosted by CSIR-NCL institute. Vivek Ranade (Acting Director of the institute) welcomed the participants and the trainers and expressed its pleasure that the event took place in CSIR-NCL Pune, “the premier laboratory in chemical science and champion and supporter of EU-India collaboration”.



This training was the opportunity to prepare the Focal Points for the transition to “Horizon 2020”, the new EU Framework Programme for research and innovation. It was also the opportunity to structure and expand the Focal Point network, as 2 new Focal Points joined for their first training. Among them, professor S.G Prakash Vincent from the International Centre for Nanobiotechnology (ICN) in Tirunelveli, accepted to become the Indian Focal Points for Marie Curie actions.

[Read more information on the INCOwiki](#)

Support to NCPs

- » **INCO NCP Argentina:** Cooperation with MINCYT in the identification of NCP best practices. Provision of Argentinian participation statistics.
- » **INCO NCP Taiwan:** Support the local NCP for identifying and use of NCP performance indicators
- » **INCO NCP Turkey:** Provision of a mailing list of the INCO NCPs in third countries
- » **INCO NCP Portugal:** Provision general support, explaining the INCO NCP network operation, call clarification, NCP meetings information, etc.
- » **INCO NCP Dominican Republic:** Provision of support for solving problems with the NCP nomination process.
- » **INCO NCP Lebanon:** Provision of support for solving problems with the NCP nomination process.
- » **INCO NCP Kenya:** Provision of support for solving problems with the NCP nomination process.
- » **INCO NCP Guatemala:** Provision of support for solving problems with the NCP nomination process.

- » **INCO NCP Tajikistan:** Provision of support for solving problems with the NCP nomination process.
- » **NCP for Food Agriculture and Biotechnology, Morocco:** providing assistance on FP7 questions
- » **INCO NCP Slovakia:** General questions regarding the operation of the INCO NCP network
- » **National Research Foundation of Korea (NRF):** Assistance provision on the process for nominating FP7 NCPs.
- » **INCO NCP Moldova:** Support participating in INCO event
- » **INCO NCP Aruba:** General questions regarding the operation of the INCO NCP network
- » **INCO NCP Jordan:** Provision of support for solving problems with the NCP nomination process.
- » **INCO NCP Netherlands:** General questions regarding the operation of the INCO NCP network
- » **INCO NCP Austria:** Dissemination of Austrian activities/events to the NCP network
- » **INCO NCP Ecuador:** Provision of country participation statistics
- » **INCO NCP Bolivia:** Provision of participation statistics
- » **INCO NCP Belgium:** General questions regarding the operation of the INCO NCP network

Support to Projects/Initiatives

» Young Scientists event, Cape Town, 5-6 Nov 2012

As part of the 15th anniversary of the signing of the South Africa - EU Science and Technology Cooperation Agreement, DG RTD and the South African DST, organized on 5 and 6 November 2012, in Cape Town (SA) a special workshop bringing together young European and South African researchers, to propose recommendations on how South Africa - EU S&T cooperation can be enhanced. This event coincided with the DG R&I Commissioner's visit to South Africa and the annual South Africa-EU JSTCC meeting.

The objective was to bring together young researchers, approximately under the age of 40 and at "early" post-doctorate level, and with experience of South Africa-EU cooperation in FP7 projects. The objective was for the young researchers to share their experience of international cooperation and exchange opinions on how partnerships can be enhanced, specifically also within the context of research and innovation addressing societal challenges as foreseen by Horizon 2020. The outcomes of the workshop were presented to Director-General Smits and his South African counterpart on the conclusion of the JSTCC.

INCONTACT supported the event by:

- Identifying suitable young European Researchers collaborating with South Africa.
- Co-operating with the EC on the selection of the young researchers.
- Financially supporting 2 selected researchers to participate in the Cape Town event.

» ENLACE project

- Recommending speaker (Rita Torres, CONACYT, Mexico) for a training event in Guatemala.
- Support on the training activities.
- Dissemination support.

» J-Bilat: Assistance provision for meeting research policy actors in Cyprus

» CAAST-NET

An agreement with CAAST-net has been reached on the FP7 trainings organised in Africa. It was agreed that INCONTACT will provide support in drafting the training agendas and identifying suitable trainers. It was also agreed to jointly organise trainings or other events in Africa.

- Dissemination support.
- Assistance on identifying stakeholders.

» SEA-EU-Net

Disseminating information on project activities.

4. Deliverables and milestones tables

The following **Table 1**, presents all the planned deliverables and their delivery status, while **Table 2** presents the status of the planned Milestones.

Table 1: Planned Deliverables

The following **Table 1**, presents all the planned deliverables and their delivery status, while **Table 2** presents the status of the planned Milestones.

Table 1: Planned Deliverables

Del. no.	Deliverable name	WP no.	Leader	Nature	Dissemination level	Delivery date from Annex I (proj month)	Delivered Yes/No	Actual / Forecast delivery date	Comments
1.1	Periodic reports and final Report	1	HF	R	PP	18,36,48	Yes	18, 36,48	The reporting process has been concluded without any serious issues
1.2	Annual INCONTACT meetings	1	HF	O	PP	12,24,36,48	Yes	12,24,36,48	6 project meetings (Cairo, Athens, Oslo, Johannesburg, Bonn, Marseille), 1 steering committee meeting (Stockholm)
1.3	Task's Risk Management Plans	1	HF	R	PP	3	Yes	3	A risk management plan has been produced for all the project tasks
2.1	4 annual INCO conferences in cooperation with DG Research	2	HF, DST, DLR, IRD	O	PU	12,24,36,48	Yes	6,21,36,48	4 INCO conferences have been implemented according to the initial planning
2.2	Report on the 1st annual conference and assessment	2	HF	R	PP	14	Yes	8	A report of the 1 st INCO conference has been produced and published in the INCOwiki
3.1.1	4 annual trainings	3	APRE	O	PU	12,24,36,48	Yes	6,21,36,48	All the 4 trainings have been implemented as planned

3.1.2	Short evaluation summary report for the each training	3	APRE	R	PP	12, 24, 36, 48	Yes	6,21,36,48	Evaluation reports have been produced for all the trainings
3.2.1	Presentation of project results to the stakeholders via 8 E-newsletters	3	HF	O	PU	6, 12 ,18, 24, 30, 36, 42, 48	Yes	6, 12 ,18, 24, 30, 36, 42, 48	7 Newsletters have been published and several news alerts
3.3.1	Testing and Reporting on available communication tools	3	MHESR	R	PU	12	Yes	20	The deliverable was initially delayed due to the political situation in Egypt. The final report is concluded
3.4.1	Presentation of the INCO-Wiki during the 4 annual INCO-conferences	3	DLR	O	PU	12,24,36,48	Yes	6,21,36,48	The INCOwiki was presented in all the INCO conferences. Moreover, a handbook was given to the conference participants. Moreover, the INCOwiki was utilised as the Conference website for all the INCO conferences.
3.4.2	Report on 4 annual INCO-conferences and trainings on the Wiki	3	DLR	O	PU	12,24,36,48	Yes	6,21,36,48	The report of the 4 INCO Conferences are ublished on the wiki
3.4.3	Promotion of the INCO-Wiki, attract new user groups via 4 electronic news alerts	3	DLR	O	PU	1, 12,24,36	Yes	9, 20,28,36	Delivered as planned
3.4.4	Completion of articles, Updating of the INCO-Wiki (including information on SICA-calls)	3	DLR	O	PU	12,24,36,48	Yes	12,24,36,48	Delivered as planned
3.4.5	Annual INCO-wiki usability statistics	3	DLR	R	PP	12,24,36,48	Yes	12,24,36,48	Usability statistics have been produced and published. Basic statistics are always available in the INCOwiki

4.1.1	Establishing a network of Observers covering all the horizontal/thematic activities	4	Archimedes	O	PU	6	Yes	6	The network of observers has been established
4.1.2	Analysis of INCO relevant documents from other FP7 Work Programmes	4	Archimedes	O	PU	12,24,36,48	Yes	12,24,36,48	An analysis of all the FP7 documents have been performed for identifying all the International Cooperation opportunities and an-online database has been created
4.1.3	Short report of the information disseminated by the Observers to the INCO NCP/NIPs and to the Thematic/Horizontal NCPs	4	Archimedes	R	PU	12,24,36,48	Yes	12,24,36,48	A report has been produced
4.1.4	Partner search form	4	Archimedes	O	PU	6	Yes	6	A sample partner search form was produced. It was however agreed to utilise the new Cordis Partner Search service
4.1.5	Analysis of partner search results	4	Archimedes	O	PU	12,24,36,48	Yes	12,24,36,48	Delivered as planned
4.2.1	Recommendations of the joint committee on the EU-third countries joint S&T actions (M18, M30, M48)	4	HSE	R	PU	18,30,48	Yes	21,30,48	Delivered as planned
4.3.1	Organisation of 9 local events	4	Vinnova	O	PU	12,24,36,48	Yes	12,24,36,48	22 local events have been already organised
4.3.2	Planning of local infodays (M4)	4	HF	R	PU	4	Yes	4	An infoday planning guiding document has been produced

4.4.1	Report on the provision of assistance to 3 INCO NCPs	4	HF	R	PU	24,48	Yes	24,48	Delivered as planned
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Table 2: Planned Milestones

Milestone no.	Milestone name	WP no	Lead beneficiary	Delivery date from Annex I	Achieved Yes/No	Actual / Forecast achievement date	Comments
1	Successful project implementation	1	FORTH	48	Yes	48	The work is performed according to the DoW with no important deviations.
2	Raise regional awareness on the International dimension of FP7	2	FORTH, Vinnova, DST, DLR, IRD	12,24,36,48	Yes	12,24,36,48	The INCO conference and the 22 local infodays have significantly contributed in raising awareness, both in Europe and overseas, on the International dimension of FP7 and H2020.
3	Identification of NCP training needs and of competent trainers	3	APRE	12	Yes	12	The training needs of the INCO NCP were identified through a specific questionnaire. The training sessions were organised accordingly.
4	INCO-wiki to become a knowledge transfer tool for INCO NCPs.	3	DLR	24	Yes	24	INCO-wiki usability statistics have shown an impressive and continuous increase in terms of registered users, available content and page access.
5	Establishing a stable networking channel with Thematic NCPs	4	Archimedes	12	Yes	12	An important database that allows the easy identification of thematic calls per country was made available, increasing the visibility of the international cooperation opportunities win FP7. Ad hoc collaboration has been also established in several cases with the Thematic NCP networks and Marie Curie.
6	Setting an operational Committee on	4	HSE, RCN	24	Yes	24	The basic concept of the Committee has been delivered. A Committee is operating ad hoc in the context of the

	Research Policy						annual INCO conferences
7	Establishment of new INCO NIPs	4	FORTH	24	Yes	24	Extensive work and support is provided for supporting the nomination of INCO NCPs in new countries

5. Project management

Project management comprises organizing, overlooking and coordinating all the legal, financial, contractual and administrative issues surrounding the project.

HF has carried out the administrative, financial, legal and scientific coordination of the INCONTACT project and ensured that all project partners have fulfilled their joint responsibilities and obligations towards the European Commission. HF had also coordinated the accession of the partners to the grant agreement, the timely distribution of funds and the preparation of submission of the current first periodic report. HF ensured the efficient communication among all project partners while was continuously checking the fine implementation of the project tasks.

Part of the project management task is also the broader communication/dissemination of the project operations to the entire NCP Network and to other relevant stakeholders as described extensively below. Moreover, important proved to be the unofficial role of Mr Christofilopoulos as the spokesperson of the INCO NCP network. In several cases (see project communication below), questions or specific requests have risen from different stakeholders (EC, NCP networks, etc) on International cooperation and Mr Christofilopoulos has taken the responsibility to present the position of the INCO NCPs.

Finally, smooth was the cooperation with the project Scientific Officer by timely responding to all the requests.

The main accomplishments during the first 18 months were:

- Accession of partners in the Grant Agreement
- Development and implementation of Consortium Agreement
- 4 Project meetings:
 - **Cairo**, Egypt, Greece, 28-29 Jan 2010, kick-off meeting (with the participation of Mr Philippe Froissard , Deputy Head of Unit, Directorate D - International Cooperation, and of the financial officer, Mr Thierry Callens)
 - **Athens**, project meeting, 8 June 2011 (with the participation of the Scientific Officer, Mr Genovese)
 - **Oslo**, 4 May 2011, project meeting (with the participation of the Scientific Officer, Mr Genovese)
 - **Stockholm**, 14 December 2010, Core group meeting (with the participation of the Scientific Officer, Mr Genovese)
- Project financial management
- Collection of information and elaboration of the 1st Periodic Report.
- Elaboration and dissemination of 4 INCONTACT newsletters and several news alerts.
- Presentation/promotion of INCONTACT in various events/opportunities (see project communication below)
- Communication with stakeholders (see project communication below)
- Support to NCPs and new NCP nomination

The main accomplishments during the 2nd project period were:

- 2 Project meetings:
 - **Johannesburg**, 26 September 2011, project meeting (with the participation of the Scientific Officer, Mr Genovese)
 - **Bonn**, 18 June 2012, Project meeting
- Project financial management
- Collection of information and elaboration of the 2nd Periodic Report.
- Elaboration and dissemination of 2 INCONTACT newsletters and several news alerts.
- Presentation/promotion of INCONTACT in various events/opportunities (see project communication below)
- Communication with stakeholders (see project communication below)
- Support to NCPs and new NCP nomination

The main accomplishments during the 3rd project period were:

- A project meeting: Marseille, 17 June 2013.
- Project financial management.
- Collection of information and elaboration of the 3rd Periodic Report.
- Elaboration and dissemination of INCONTACT newsletters and several news alerts.
- Presentation/promotion of INCONTACT in various events/opportunities.
- Communication with stakeholders.
- Support to NCPs and new NCP nomination.

5.1 Financial & Administrative Management

The financial and administrative management of the project was performed according to the methodology presented in the project DoW.

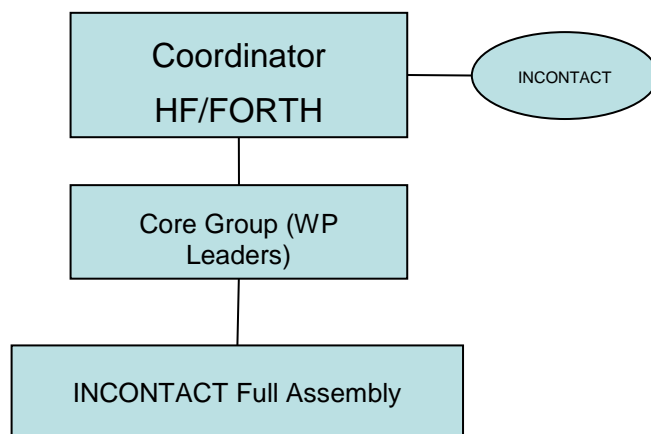
INCONTACT is the official project of the INCO NCPs and all the participants are the INCO NCPs or the NCP coordinators at the respective countries. In this context, it is accepted that all the partners have the necessary experience and background knowledge for successfully managing the technical and administrative requirements of an FP7 project. Moreover, the project partners are aware of all the specific FP7 financial regulations and requirements.

Specific Activities for monitoring of expenses:

- Projects expenses were regularly followed and updates were requested by the project partners.
- The INCONTACT secretariat provided guidance and advice on financial questions-issues that arose during the project lifetime.
- Project meetings and Core group meetings: 3 project meetings and 1 core Group meeting took place and financial and administrative issues have been presented and discussed.

- Finally, it should be noted that regular communication was established with the Scientific Officer. The scientific project officer is always tuned on project activities or implications, while is providing guidance on project tasks.

For the efficient management of the project, a light and efficient management structure was agreed and implied:



1. Secretariat of the INCONTACT Project

The Greek INCO NCP hosts the secretariat of the INCONTACT project which is responsible for the communication among the partners, and the two administrative bodies (Full Assembly, Core Group). The main responsibilities of the INCONTACT secretariat were:

- Permanent contact for the European Commission and the project partners.
- Organisation of consortium meetings.
- Organisation of the communication within the consortium.
- Management of the EU contribution and distribution of funds.
- Administration of all issues arising from the grant agreement.
- Collection and submission of reports (progress and financial reports).
- Overseeing of the progress of the INCONTACT project.
- Quality management.
- Specific Communication with partners on specific Administrative and Financial issues or questions.

2. Full Assembly

Two Project meetings of the Full Assembly have been organised and all the Technical, Administrative and Financial aspects of the project have been discussed – specific issues have been also highlighted.

3. Core Group

Members of the Core Group is the Coordinator, and the Work Package Leaders. The Core Group deals with the overall implementation of the project and has taken decisions on any issues that

require fast solutions. Regular communications has been established between the Core Group members. The Core Group members are utilising the usual communication tools (email, skype, telephone and personal contact).

Specific Tools for Managing the INCONTACT project

The following tools have been used to support the coordination and management of the INCONTACT project:

i) Communication

The members of the Board have regular communication via mail and phone and met 4 times (3 project meetings and 1 core group meeting)

ii) Consortium agreement

A consortium agreement for the implementation of the INCONTACT project has been prepared, and signed. The consortium agreement provides guidance on the project guidance, the rules, the rights and responsibilities of the partners.

Each Workpackage Leader was responsible for the overall implementation of the tasks within their specific Work Package and coordinated the work of the Task Leaders. The WP Leaders reported on the progress of the work package every six months to the Coordinator. The WP Leaders checked the timely implementation of the tasks and checked the quality of the deliverables and the consistency with the Technical Annex.

The Task Leaders had the sole responsibility for the implementation of the work described in the Technical Annex and the timely provision of the deliverables. Task Leaders reported to the WP Leaders on the implementation of the tasks. Moreover, the Task leaders were responsible for the preparation (including the collection of all the necessary information from other partners) of the interim and final activity reports regarding their Task and provided these reports to the coordinator.

iii) Risk Assessment & Management plans (Deliverable 1.3)

All the task leaders have prepared and submitted by month 3 a short risk management plan. The plan is suggesting specific task risks and resolve procedures for the smooth delivery of the work.

Material production

» Production of INCONTACT Newsletters.

The main periodic dissemination tool is the publication of e-newsletters. The newsletters include articles about :

- INCONTACT news & activities
- INCO NCP related news
- Activities of other projects in the field of International Cooperation
- Research news related to Third countries

Since the beginning of the project, 11 newsletters have been produced. Each newsletter is directly disseminated to more than 400 stakeholders and are also published at the INCOwiki:

- <http://www.ncp-incontact.eu/nkswiki/index.php?title=Newsletter>

- » Update and Publication of Project Info on the INCO-Wiki. All relevant information about project activities and results was regularly updated in the INCO-Wiki.
- » News Alerts: several news alerts have been sent to the INCO NCPs for urgent issues (new calls, events, consultations, etc) or for disseminating specific EC information focusing INCO NCPs.
- » INCONTACT presentation in the 4 INCO Conferences.
- » Production of the INCONTACT umbrellas and pens.
- » Production of the “Speak with many Voices” album www.scribd.com/doc/204174946/Speak-With-Many-Voices
- » Production of 2 interactive infographics. The objective of this publication, was the production of promotion material highlighting the support to International Cooperation, given by the EU Framework Programs.
- » INCONTACT Twitter: https://twitter.com/INCONTACT_world
- » An INCONTACT twitter account has been created in order to provide direct communication with all the interested stakeholders. The Twitter account has 96 followers and 288 tweets in total.
- » INCONTACT LinkedIn group: www.linkedin.com/groups/INCONTACT-one-world-5147666/about
- » The LinkedIn offers a platform for publication of news and discussion to the INCO experts. The group has 54 members.
- » INCONTACT YouTube Channel: www.youtube.com/user/INCONTACT2020
- » The INCONTACT YouTube channel has videos and interviews related with the INCONTACT activities and the annual INCO Conferences.

6. Summary financial report

The following tables summarize the financial information of the project. All the financial administration and the financial management of the project tasks by the partners have been performed according to the initial planning.

	Budget	Personnel	Travel	Other Direct	Subcontracting	Requested EC funding
1	FORTH	158.375,00	29.000,00	270.837,15	0,00	490.287,00
2	DLR	120.935,00	5.000,00	203.000,51	2.500,00	354.461,00
3	VINNOVA	60.550,00	20.000,00	70.999,53	0,00	162.158,00
4	APRE	58.275,00	12.000,00	20.999,77	0,00	97.664,00
5	ARCHIMEDES	38.500,00	9.000,00	9.000,00	0,00	60.455,00
6	DST	48.600,00	5.000,00	202.000,00	0,00	273.492,00
7	CONACYT	11.000,00	2.500,00	17.000,00	0,00	32.635,00
8	IRD	45.150,00	9.000,00	202.000,47	0,00	274.081,00
9	CECO	19.800,00	2.500,00	19.000,00	0,00	44.191,00
10	MHESR	21.000,00	2.500,00	17.000,00	0,00	43.335,00
11	RCN	42.000,00	5.000,00	9.000,00	0,00	59.920,00
12	NSTDA	14.300,00	2.500,00	17.000,00	0,00	36.166,00
13	HSE	42.500,00	5.000,00	19.000,00	0,00	71.155,00
	Total	680.985,00	109.000,00	1.076.837,43	2.500,00	2.000.000,00

	Costs 1st period	Personnel	Travel	Other Direct	Subcontracting	Requested EC funding
1	FORTH	55.245,64	68.014,91	33.295,86	0,00	167.515,36
2	DLR	11.633,64	1.668,98	12,18	0,00	14.246,84
3	VINNOVA	18.341,01	4.355,05	2.315,60	0,00	26.762,48
4	APRE	19.259,70	7.569,88	1.563,57	0,00	30.380,67
5	ARCHIMEDES	13.563,19	4.735,81	45,76	0,00	19.628,89
6	DST	10.589,30	8.248,77	0,00	0,00	20.156,73
7	CONACYT	1.960,02	3.397,05	0,00	0,00	5.732,06
8	IRD	3.918,47	12.292,97	0,00	0,00	17.346,24
9	CECO	11.194,85	7.173,80	13.458,93	0,00	34.055,51
10	MHESR	7.602,26	3.642,59	208,38	0,00	12.254,96
11	RCN	23.457,00	4.879,06	1.921,75	0,00	32.375,86
12	NSTDA	3.505,45	4.748,72	5.005,96	0,00	14.188,34
13	HSE	12.784,22	4.123,73	0,00	0,00	18.091,51
	Total	193.054,75	134.851,32	57.827,99	0,00	412.735,44

	Costs 2nd period	Personnel	Travel	Other Direct	Subcontracting	Requested EC funding
1	FORTH	40.556,30	27.574,66	1.755,68		74.778,70
2	DLR	46.485,74	54.284,30	26.414,57		136.680,41
3	VINNOVA	8.279,69	15.040,54	1.384,05		26.433,57
4	APRE	27.084,37	2.513,65	223,85		31.909,41
5	ARCHIMEDES	9.367,79	3.600,60	40,38		13.919,38
6	DST	38.858,53	82.171,57	13.873,04	5.694,08	150.040,44
7	CONACYT	6.309,31	2.759,62			9.703,76
8	IRD	15.440,59	13.365,18	4.852,45		36.014,30
9	CECO	4.584,35	7.612,06			13.050,16
10	MHESR	5.933,00	1.472,00			7.923,35
11	RCN	12.573,50	4.749,47			18.535,58
12	NSTDA	3.917,15	5.740,15	64,69		10.402,53
13	HSE	16.887,47	2.393,07	2.244,60		23.031,90
	Total	236.277,80	223.276,87	50.853,31	5.694,08	552.423,49

	Costs 3rd period	Personnel	Travel	Other Direct	Subcontracting	Requested EC funding
1	FORTH	75.015,90	12.372,70	3.468,00	0,00	97.216,56
2	DLR	25.271,64	1.449,82	1.561,08	0,00	30.262,32
3	VINNOVA	1.011,52	1.263,57	634,34	0,00	3.113,09
4	APRE	17.471,55	1.106,20	472,74	17.000,00	37.383,09
5	ARCHIMEDES	14.733,57	6.288,02	41,33	0,00	22.537,32
6	DST	5.020,16	4.962,22	0,00	0,00	10.681,15
7	CONACYT	7.527,53	4.819,21	0,00	2.777,00	15.988,01
8	IRD	59.817,13	64.932,01	62.254,28	18.837,00	218.930,66
9	CECO	1.037,00	5.917,09	484,02	0,00	7.958,78
10	MHESR	5.970,00	0,00	0,00	0,00	6.387,90
11	RCN	3.650,14	1.479,79	0,00	0,00	5.489,03
12	NSTDA	7.100,04	1.930,73	4.628,06	0,00	14.614,95
13	HSE	21.865,47	6.042,06	201,11	0,00	30.076,24
	Total	245.491,65	112.563,42	73.744,96	38.614,00	500.639,10

	Total costs 1st, 2nd & 3rd period	Personnel	Travel	Other Direct	Subcontracting	Requested EC funding
1	FORTH	170.817,84	107.962,27	38.519,54	0,00	339.510,63
2	DLR	83.391,02	57.403,10	27.987,83	0,00	181.189,57
3	VINNOVA	27.632,22	20.659,16	4.333,99	0,00	56.309,14
4	APRE	63.815,62	11.189,73	2.260,16	17.000,00	99.673,17
5	ARCHIMEDES	37.664,55	14.624,43	127,47	0,00	56.085,60
6	DST	54.467,99	95.382,56	13.873,04	5.694,08	180.878,32
7	CONACYT	15.796,86	10.975,88	0,00	2.777,00	31.423,83
8	IRD	79.176,19	90.590,16	67.106,73	18.837,00	272.291,19
9	CECO	16.816,20	20.702,95	13.942,95	0,00	55.064,45
10	MHESR	19.505,26	5.114,59	208,38	0,00	26.566,21
11	RCN	39.680,64	11.108,32	1.921,75	0,00	56.400,46
12	NSTDA	14.522,64	12.419,60	9.698,71	0,00	39.205,82
13	HSE	51.537,16	12.558,86	2.445,71	0,00	71.199,65
	Total	674.824,20	470.691,61	182.426,26	44.308,08	1.465.798,03

	Total Balance	Personnel	Travel	Other Direct	Subcontracting	Requested EC funding
1	FORTH	-12.442,84	-78.962,27	232.317,61	0,00	150.776,38
2	DLR	37.543,98	-52.403,10	175.012,68	2.500,00	173.864,31
3	VINNOVA	32.917,78	-659,16	66.665,54	0,00	105.848,86
4	APRE	-5.540,62	810,27	18.739,61	-17.000,00	-2.010,10
5	ARCHIMEDES	835,45	-5.624,43	8.872,53	0,00	4.369,40
6	DST	-5.867,99	-90.382,56	188.126,96	-5.694,08	92.613,68
7	CONACYT	-4.796,86	-8.475,88	17.000,00	-2.777,00	1.211,17
8	IRD	-34.026,19	-81.590,16	134.893,74	-18.837,00	1.789,81
9	CECO	2.983,80	-18.202,95	5.057,05	0,00	-10.873,45
10	MHESR	1.494,74	-2.614,59	16.791,62	0,00	16.768,79
11	RCN	2.319,36	-6.108,32	7.078,25	0,00	3.519,54
12	NSTDA	-222,64	-9.919,60	7.301,29	0,00	-3.039,82
13	HSE	-9.037,16	-7.558,86	16.554,29	0,00	-44,65
	Total	6.160,80	-	894.411,17	-41.808,08	534.793,91
			361.691,61			

	Percentage spent ALL periods	Personnel	Travel	Other Direct	Subcontracting	Requested EC funding
1	FORTH	107,86%	372,28%	14,22%		69,25%
2	DLR	68,96%	1148,06%	13,79%	0,00%	51,12%
3	VINNOVA	45,64%	103,30%	6,10%		34,72%
4	APRE	109,51%	93,25%	10,76%		102,06%
5	ARCHIMEDES	97,83%	162,49%	1,42%		92,77%
6	DST	112,07%	1907,65%	6,87%		66,14%
7	CONACYT	143,61%	439,04%	0,00%		96,29%
8	IRD	175,36%	1006,56%	33,22%		99,35%
9	CECO	84,93%	828,12%	73,38%		124,61%
10	MHESR	92,88%	204,58%	1,23%		61,30%
11	RCN	94,48%	222,17%	21,35%		94,13%
12	NSTDA	101,56%	496,78%	57,05%		108,41%
13	HSE	121,26%	251,18%	12,87%		100,06%

All costs are incurred according to the initial planning with minor deviations.