



MODERNISATION OF INSTITUTIONAL MANAGEMENT OF INNOVATION
AND RESEARCH IN SOUTH NEIGHBOURING COUNTRIES

Dev. 5.4 Training in Research and Innovation
Management

Rome, January 25th
Mariana Szefer



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How?

F1

- Mapping and Surveying State of Play innovation and research in MENA
- Mapping and Surveying State of Play of Innovation and research in EU
- Outcome: **Road Map for MENA – Vs Handbook from the EU experience.**

F2

- Development & Capacity Building (WP3 -5)
- Modernization of Research Offices; Training
- Outcome: **Model Implementation**

F3

- Sustainability & Dissemination (WP 5-7)
- Conferences and expert network
- Outcome: **Conferences, National Events, Joint Research**



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Work Packages

- **WP. 1 Scope Analysis and State-of-the-Art in Southern Partner Countries -2016**
- **WP. 2 European State-of-the-Art on Innovation and Research Management - 2016**
- **WP. 3 Developing a Research and Innovation Management Model for Jordan and Morocco -2017 /TO BE CIRCULATED**
- **WP. 4 Supporting Structures for Innovation and Research and Management (Offices) – 2017 /UOJ**
- **WP. 5 Training Human Resources and Capacity Building -2018 Rome/ Barcelona/ Leuven**
- **WP. 6 QA Tools in Management of Innovation and Research - Horizontal WP/ UNIMED/ AARU survey**
- **WP. 7 Dissemination and Sustainability - Horizontal WP/ BAU 7.5 national conference**
- **WP.8 Management - Horizontal WP**



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Next Steps - 2018

- **3.4 New Innovation and Research Management:**
Report on the proposed innovation and research management model. It will clearly indicate improvements and updates over existing management schemes TO BE CIRCULATED
- Finalise the purchase of the equipment



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Next Steps - 2018

- **WP4: Supporting Structures for Innovation and Research and Management** : Coordinator partner UOJ

WP4 will focus on supporting partner institutions with the necessary infrastructure to effectively and efficiently manage innovation and research activities.

- 4.1 Innovation and Research Management Office
- 4.2 Technology Transfer Office
- 4.3 Innovation and Research Information Platform
- 4.4 Innovation and Research Information Database
- 4.5 e-Research Initiative



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Next Steps - 2018

- **WP5: Training Human Resources and Capacity Building**
- 5.2 Training in ICT and Research Platform Management (Barcelona)
- **5.3 Training in Innovation Management (Rome)
24/24 January**
- 5.4 e-Tools Skills Development (LEUVEN/) 23 April
- 5.5 Home Training Sessions (each MoHE in Morocco and Jordan) DATE?



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Next Steps - 2018

Draft Contents Barcelona 5.3 Training in ICT and Research Platform Management

Item #	Course Title	Aim	Content	Intended Learning Outcome	Audience
1	Training in ICT Research Platform Management	This course aims to equip the participants with necessary ICT Research Platform Management knowledge and skills to fulfil their role in the university.	<ul style="list-style-type: none"> • How to Plan for an ICT research Management platform and Automate and standardize the ICT research Management platform • Configuring and deploying ICT research Management platform • Customizing, Extending and maintaining the ICT research Management platform • Monitoring the ICT research Management platform. 	On completion of this training course, participants will be able to demonstrate effective ICT Research Platform Management skills.	Research and innovation ICT officers and managers
3	E-tools skills development (Management)	Aims to Support the professional technical teams of e-tools development by extending their critical understanding of using of the e-tools and learn how to develop, implement and test e-tools to support Innovation and research management	<ul style="list-style-type: none"> • Introduction to e-tools development • Data Collection, Analysis and Interpretation • E-tools types, design and implementation. • Report development • Creating an e-tool strategy • Using e-tools for promoting innovation and research 	On completion of this training course, participants will be able to demonstrate effective development and use of innovation and research E-tools in their universities.	Research and innovation ICT officers and managers Monitoring and Evaluation IT officers in innovation and research
12	Accessing and Managing innovation fund (international/national level)	To acquire the skills for successfully accessing and managing innovation funds in the field of innovation and research nationally and internationally.	<ul style="list-style-type: none"> • Research and innovation fund resources • Searching and applying for research and innovation funds and grants. • Managing fund and grants • effective control of funds and grants • Fund and grants Risk management • Accessing venture capital and angle investors 	On completion of this training course, participants will be able to develop a deep knowledge and set of skills on methods and strategies of accessing and Managing innovation fund nationally and Internationally.	Innovation and Entrepreneurship managers



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Next Steps - 2018

Draft Agenda LEUVEN 5.4 e-Tools Skills Development

- **DAY 1** 15.00-18.00 Arrival and Workshop on Research Projects Management (Support Group Humanities and Social Sciences KU Leuven)
 - The Importance of Communication, Impact and Dissemination
- 18.30 Dinner
- **DAY 2** : 9.00-12.30 Research Communication and Dissemination Workshop (Leuven Centre for Global Governance Studies, Thomas Goyvaerts)

The use of social media to disseminate research

The development of project websites and show-casing some good examples

The use of MOOCs (Massive Open Online Courses) to disseminate research and education

12.30-14.30 Lunch

14.30-17.00 Visits and Workshop at Social Sciences/Arenberg (ICTS, LIMEL and Agora)

The Making of MOOCs

The Use of Video-Laps

18.30 Dinner

- **Day 3**> 9.00-12.00 Research Tools and Publications Workshop (KU Library Services)

Online tools for finding information and publications (library tools)

Online management tools for publication output and how to link that to international tools (publication depositories)

knowledge transfer and entrepreneurship



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Next Steps - 2018

- **3.6 Piloting the Model:** Starting on March 2018. All partners The proposed innovation and research management model will be applied to the 7 partner universities in Morocco and Jordan in order to measure the degree of its success of implementation. A concluding **report of the pilots** will be presented including the lessons learnt. Each pilot will count with the participation of 3 European experts and 1 local expert that will work together with the universities in detecting the problems in the procedures to apply the set of guidelines developed.
- **7.4 Research and Innovation Network (MUNDIAPOLIS AND UMS)**
A network will be formed between partner universities and beyond to foster innovation processes by engaging stakeholders in research, decision-making and by offering evidence-based recommendations for policy and practice at national and international levels. The network will represent a multidisciplinary expertise and “innovative thinking”, drawing on a comprehensive and diverse knowledge base combining research methods and their application and implementation, policy analysis and valorisation of innovative practices.



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Next Steps - 2018

- **7.5 National Networking Events**

Two networking events will be organised, the one in Morocco and the other in Jordan, to introduce the project to all stakeholders in innovation and research in the respective country and to amplify the benefits from joining the Research and Innovation Network.

1- Morocco- Rabat- MV April 2016 (AECHE)

2- Jordan-BAU- DATE?

3.5 Commitment of Senior Management

AARU: The proposed innovation and research management model will be presented to the senior management of partner institutions during a 2-day roundtable held in Jordan organised by the AARU—all partners will attend-. Observations, remarks and suggestions will be taken into consideration before adopting a final version of the model with full commitments of all senior management of partner institutions



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Newsletters - 2018

https://us14.admin.mailchimp.com/templates/share?id=65862525_bedaefd8742bc7d30c94_us14

Send information and content to nfont@obreal.org



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Thank you!



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FINANCIAL ASPECTS

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BUDGET: STATE OF THE ART

- 1st instalment for Staff Costs was already sent to partner institutions in 2016
- The UB has presented the technical report to the EACEA on April 30, 2017 including:
 - The time sheets we have received from partners (we are still missing time sheets)
 - The unit costs of the implemented activities (Travel, costs of stay and subcontracting)
- **The UB has not yet asked for the second pre-financing instalment from the EACEA as the project has not yet spent 70% of the first instalment.** Explanation:
 - Delayed implementation of the activities
 - Low participation of few European partners in project events
 - Purchase of equipment not yet implemented



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EQUIPMENT – REAL COSTS

- Contribution for the purchase of equipment necessary for the implementation of the project will be based in **REAL COSTS** and according to the project application.
- This budget heading may be used to support the purchase of equipment **directly relevant to the objectives of the project**.
- Compared to the equipment as specified in the original application, minor adaptations in terms of quantity and product in the purchased equipment can be accepted without prior authorisation provided that the budgetary ceilings are respected, the corresponding equipment items are eligible, **the modification can be justified and is related with the project objectives**.



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EQUIPMENT – PAYMENT CALENDAR

- Partners will present their quotes to the coordinator together with the technical explanation on the proposed items, help by the Technologic Expert Team (BAU- MV/JUST)
- Partners will request VAT's exemption based in the document sent by the EACEA to the coordinator.
- Once partners have sent the quotations and technical explanations, the UB will consult with the EC the new distribution of the budget (if significant modifications are made).
- After the EC's confirmation of the reallocation of the budget the UB will transfer the amount to the partner institutions.
- The partners will proceed with the purchase of equipment.



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EQUIPMENT - VAT

- VAT is not considered as an eligible project cost. Therefore, the measures for the exemption should be launched sufficiently in advance to the purchase of the equipment.
- Any expenditure including VAT is not eligible unless the coordinator can provide an official document from the competent authorities proving that the corresponding costs cannot be recovered. In any case, taxes and duties have to be treated in accordance with the tax exemption agreement, signed between the European Union and the Partner Country for which the equipment or services are destined.
- The coordinator will provide you with a certificate stating that the acquisition, delivery and installation of equipment and the provision of services in the Partner Countries are exempt from taxes, duties and charges if a Common Framework Agreement has been signed between the European Commission and the Partner Country. **This document should normally be sufficient to obtain a tax exemption**



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EQUIPMENT- SUPPORTING DOCUMENTS

Financial reporting for equipment will be based on the principle of the expenses actually incurred which will need to be duly documented, for the purpose of any financial evaluation and/or audit, beneficiaries will have to retain with the project accounts the following **supporting documents**:

- **Invoice(s) for all purchased equipment** (please note that order forms, pro-forma invoices, quotations or estimates are not considered as proof of expenditure). All invoices must reference the **name and the project number**: 561548-EPP-1-2015-1-ES-EPPKA2-CBHE-SP
- Bank statement(s) for all purchased equipment
- Proof that **the equipment is recorded in the inventory of the institution.**
- All equipment purchased with the Erasmus+ CBHE funds must bear an Erasmus+ sticker provided by the Agency. Pictures of the equipment will be requested.



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EQUIPMENT - Exchange Rate

Any conversion into euro of actual costs incurred in other currencies shall be made by the beneficiary at the monthly accounting rate established by the Commission and published on its website

(http://ec.europa.eu/budget/contracts_grants/info_contracts/inforeuro/inforeuro_en.cfm applicable:

- on the month of the receipt of the first pre-financing for all costs incurred until the second prefinancing is received:
December 2015
- on the month of the receipt of the second pre-financing for all costs incurred until the end of the project (not requested yet)



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