

PREPARE YOUR COLLABORATIVE PROJECT

Preparing a collaborative project for Horizon Europe (Pillar II) is a long journey which takes quite some months and therefore cannot be improvised a month before the deadline. As NCP we are here to help you at all stage of the project preparation and execution.



This factsheet gives you some tips on how to best prepare your project.



Project idea

Preparing your project usually start with a project idea. It helps to summarise it in a one page document answering the following questions :

- ✓ What is the new knowledge you want to generate or the Innovative solution you want to demonstrate ?
How it goes beyond what already exists?
- ✓ Which problem is being solved and why is it important?
- ✓ Why now? (Not 5 years ago, or 5 years in the future?)
- ✓ Is it important at European Union level? Could it be done at National level?
Are you addressing a European political priority and how do you plan to achieve it?
- ✓ What do you want to have achieved at the end of the project? How can you measure your impact?





Understand the programme

Take time to understand all the requirements of the programme with your NCP and by reading the reference documents, in particular the [Online Programme Guide](#) and the [General Annexes](#) to the Work Programme. You can also watch the [recording](#) of the European Commission's webinar on how to prepare a successful proposal in Europe from March 2021.



Identify the right topic

Your proposed project must be within the scope of a "topic". You can search in the [Funding and Tender Portal](#) using keywords. Your NCP is here to help you select the right topic for your project idea and understand all the requirements.



Looking for partners or consortia

Collaborative projects involve consortia. The key question to ask yourself is:

- ✓ Whether you have the capacities to coordinate such a consortium and look for partners bringing the missing expertise to fulfil all topics requirements;
- ✓ or whether you will rather offer your expertise in such a consortia.

Do not underestimate the time needed to find the right consortium. Your NCP can help but using your own network is also strongly recommended.



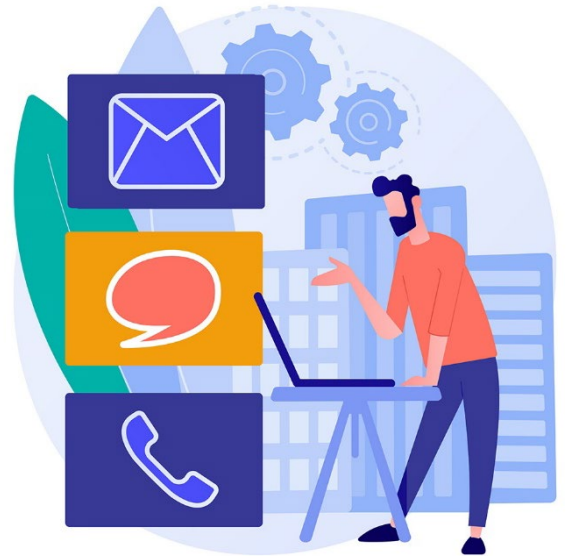
Think in terms of IP

Collaborative projects imply co-development of innovation and open science is promoted by Horizon Europe. Are you ready for this? Before collaborating with partners, you should also think about your assets in terms of intellectual property to maybe protect them before sharing. Ensuring your rights in the consortium agreement will then be important. The [EU IPR Helpdesk](#) offers many useful hand-on information on this topic.



Contact your NCP early on

If you are lost in project preparation, contact your NCP to get tailor-made guidance. The earlier before the deadline, the less you risk losing time on a wrong track.



Stay in touch with us

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