**BU in Brussels Fund**

**August 2012**

**Introduction**

In October 2012, BU will launch a central BU in Brussels (BUB) Fund with the aim of strengthening BU’s success in understanding EU funding processes and strategic networking in order to make EU funding applications to Horizon 2020 in particular.

The Fund is sponsored by the Pro-Vice-Chancellor Research, Enterprise and Internationalisation (PVC REI) Prof Matthew Bennett and managed by the Research Development Manager (RDM) Dr Corrina Dickson.

**Permitted Activities**

Funding will only be permitted for undertaking the agenda of proposed meetings and networking as designed by the RDM. The direct costs of one overnight stay, subsistence and travel will also be paid for. Indirect costs including staff costs and overheads will not be covered. Up to three applicants per group may apply and a maximum of two groups will be funded. The agenda for the activity is below and the visit must take place before March 2013.

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| **Prior to Travel****Skype Meeting with SWEP:** Skype conversation with SWEP beforehand to discuss how they can help **and to outline** *your priorities.***Skype Meeting with Jo Frost, UKRO:**  *As BU is a member of UKRO, it is worth meeting with our European adviser in Brussels for additional insight into funding opportunities.* |
| **Day One** |
| **09.00** | **Meeting with** **South West European Partnership (SWEP) at their Brussels office***This meeting will serve as a meet and greet and will also provide an opportunity for you to explain your priorities and for us to present how SWEP can support and add value to your research group. This session will also present an overview of the services offered by the SWEP as well as introduce the programme of meetings.* |
| **09:30** | **Meeting with relevant MEP & South West MEP at the European Parliament***You will meet a relevant MEP whose work in the European Parliament takes place in the relevant committee to your area. This MEP will be involved in active report writing for that committee and will also sit on other relevant EU committees to your subject area.*  |
| **11:00** | **Meeting with UKREP Secretary***The UK Representation to the EU (UKREP) represents the UK in negotiations and fights for the UK Government’s interests at EU level. As relevant Secretaries for your area, the representatives will be able to provide you with an up-to-date picture of what the UK Government’s thoughts and priorities are regarding relevant policy areas. They will also be able to provide you with an idea of how the UK is doing in terms of the funding it receives for these areas as well as which sectors could benefit more from European money.*  |
| **12:00** | **Meeting with Research Programme Officer, DG Research***The Commission is divided into different departments or Directorate Generals (DGs). The DG Research and Innovation is responsible for FP7 and Horizon 2020. Meeting with the DG Research can therefore be very useful, not only for learning about the opportunities that are available, but also to gain insight into the Commission’s priorities in the field of research for Horizon 2020.* *You will meet with the Programme Officer most relevant to your research areas who will discuss relevant calls for proposals which will be coming up and update you on any policy developments and on the Commission’s priorities in this field.**Or* **Meeting with post-evaluation Committee Member at the EC***The FP7 Post-evaluation Committee has been heavily involved in shaping Horizon 2020. A representative is therefore a great contact to be meeting in relation to the development of a funding strategy in your research group.*  |
| **13:15** | ***Lunch***  |
| **14:15** | **Meeting with Manager of EU Funding and Strategic Collaborations from a key industry partner***Previous meetings have for instance involved a major company such as Nissan, who give detail about their strategy, interests and funding interests and discuss how they are interested in collaborating with academia.* |
| **15:45** | **Meeting with Manager of EU Funding and Strategic Collaborations from a key industry partner***As above* |
| **17:00** | **End of day** |

**Application and Award Process**

A competition will be launched via the BU Research Blog in October 2012. The competition will be open to all BU academic staff interested in EU funding and who intend to work together to prepare and submit a bid to an EU call. Only three members of the group will be funded to undertake the agenda. The deadline for the fund will be 28th November 2012 and applications will be assessed by PVC REI, the RDM and Head of Research Knowledge and Exchange, Julie Northam in early December 2012. Applicants will be notified of their result by 15.12.12.

Bookings for the activity will be made by the RDM and travel must take place in March 2013.

**Reporting Process**

Applicants will need to submit an end of award report to the RDM and PVC REI after the event which must include future EU funding plans as a result of the trip. The end of award report will be made available to the University Research & Knowledge Exchange Forum (URKEF) to help determine if future rounds of a BU in Brussels Fund will occur. The RDM will contact award holders 6 months from the submission of the end of award report for an update on research activity to find out how the BUB Fund has been beneficial. Appeals should be made to the Deputy Vice Chancellor Prof. Tim McIntyre-Bhatty via the RDM.

All forms and further information on the scheme will be available from the [EU section](http://blogs.bournemouth.ac.uk/research/category/eu/) on the BU Research Blog.

The process map is available in Annex 1.