

Working in consortium

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Tips to perform

Main steps:

- proposal writing
- negotiation
- project implementation

Possible situation:

- Coordinator
- Partner

Proposal writing (1)

Coordinator	Partner
Find real partners	Do not enter in a proposal just to be there
Use other partners connections	Be sure you are visible.
Send them the call documents	Read the call documents including the contract
Use the NDA to protect your idea	Read the NDA before you sign it
Work with deadlines	Respect de deadlines

Proposal writing (2)

Coordinator	Partner
Ask your partners help for writing sections of the proposal	Get involved in the proposal writing
Be open to new idea.	Don't be afraid to be innovative.
Clarify and formally agree the IPR issues	Negotiate your benefits
Send the budget estimation to al partner before the proposal submission.	Check the received budget and react to it. Do not let anyone to establish your person month value.



Proposal writing (3)

Coordinator	Partner
Lobby the proposal idea	Help with your connection
Send the proposal draft for comments	Comment on the proposal draft.
After submission send the acknowledgement of receipt to all partners	Keep all your fingers crossed for the proposal.

Negotiation

Coordinator	Partner
Inform your partners on time about the terms of Negotiation and explain your intentions.	Understand that the consortium benefit is more important than your own.
Ask the necessary documents with clear deadlines.	Respect the deadlines

Proposal implementation

Coordinator	Partner
Establish detailed timetables with clear deadlines and responsibility.	Follow the timetables and do your job properly.
Use internal reports for activity and financial issues.	Fill in the requested reports on time
The EC reporting has strict deadlines so ask the partners the docs earlier enough	Respect the deadlines imposed by the coordinator

General rules

Coordinator

Be polite and patient you are working with different organizations from different countries!

A lazy partner in the writing period will be a disaster in the reporting period!

Be a **leader** not a nanny!

The partners are not your super heroes do not ask them things impossible to perform!

DON'T LOOSE YOUR SENSE OF HUMOUR!

General rules

Partner

Respect the deadlines!

Respect the hierarchy in the consortium!

Inform on time about the problems occurred!

Communicate with your partners!

**A GOOD PARTNER WILL ALWAYS BE INCLUDED IN A
NEW PROPOSAL !**



Va multumesc
pentru atentie !!!

Punctul National de Contact pentru proiectul SMEs go Health:

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