

„MATCHMAKING EVENT 2013“

ORGANISATION

CZECH-NORWEGIAN RESEARCH PROGRAMME

Date: 30 – 31 May, 2013
Address: Ministry of Education, Youth and Sports, Karmelitska 7, Prague 1,
the Czech Republic

What is the aim of the event?

The aim of the event is to bring together researchers from the Czech Republic and Norway and to provide an opportunity to applicants who are seeking for a potential joint project partner under the Czech-Norwegian Research Programme.

Who is invited?

The Czech and Norwegian project teams interested in the Czech-Norwegian Research Programme and registered at the link published on Research Council of Norway by 2 p.m. on 16 May, 2013. These received an official invitation e-mail.

All the teams enrolled by 16 May, 2013, are invited; however, due to a huge interest, the number of Czech entities unfortunately had to be reduced. **Only one person of a Czech project team may come to the event. (One Czech team = one Czech participant). All the enrolled Norwegian teams are accepted without a personnel reduction.**

How are the participants dividend?

The total amount of the registered entities is 136, thereof only 12 Norwegian ones. Therefore, the Czech participants are divided in **two groups – Czech Group 1 (DAY 1) and Czech Group 2 (DAY 2)**. The Czech participants stay one day but the Norwegian participants stay both days.

DAY 1 concerns monodisciplinary project proposals, therefore participants will be divided into three area groups. DAY 2 is focused on interdisciplinary project proposals.

The representatives of Czech teams come for one day only (see the attendance lists).

How is the event organised?

Check the event programme and attendance list. Come on the right day (Group 1 or Group 2) .

Please make a registration first and get your folder with materials.

You will be then welcomed and get familiar with the Norwegian research environment and the Czech-Norwegian Research Programme.

After the introduction you will have a chance to present your project proposal and attract a potential joint partner in 4 minutes (4 slides in English). Please be focused on the project proposal – e.g. project objectives, main activities, budget, main outputs/results. Be effective and punctual. Time is limited.

Bring your presentation on a USB port. You may also print out your presentation and take it with you to the event.

After lunch, there will be space for matchmaking - individual matches, consultations face to face and exchanging contacts.

You may fill in a brief project summary form, print it out, bring it with you and hand out to a potential partner. It is optional but it may be helpful (see the Project summary form).

You will receive more details about the organisation at the event.

DAY 1 - After the introductory presentations all participants will be selected into three parallel groups according to their priority research area – environment, health and social science and humanities (see the programme).

DAY 2 - After the introductory presentations all participants will stay together in the hall C081 (see the programme).

On 30 May, 2013, you are invited for a reception organised by the Norwegian Embassy in Prague. The reception takes place at Na Zatorce 20, Prague 6 – Bubenec. See the programme. Do not forget to **confirm your attendance at tel.: +420 257 111 116 / e-mail habh@mfa.no by 10 a.m. on 24 May, 2013.** The RSVPs must be sent back to the contact person: Hana Bohacova, the Norwegian Embassy, Prague.

Clothing: informal attire.

What to bring with you?

You should take these:

- A short presentation about your project proposal in English (max. 4 slides) in Powerpoint Programme (or Publisher - PDF) on a USB port
- A printed version of your presentation for your purposes
- A brief summary about your project proposal in English (one page)
- Business/contact cards
- Good mood

Who pays?

All the travel allowances (e.g. tickets, accommodation etc.) associated with your stay at the event in Prague are covered by your sending organisation. Please behave economically.

Notification: Project Promoters may apply for reimbursement of costs incurred by project promoters and project partners from Norway while applying for a project under the call for proposals. Up to € 5 000 may be reimbursed in case of recommendation of project funding. This reimbursement can be applied only to projects starting in 2013.

The organisers provide only rooms, refreshment, lunches on both days.

Social event – a reception on 30 May, 2013, is organised by the Norwegian Embassy in Prague. However, **confirm your attendance at tel.: +420 257 111 116 / habh@mfa.no by 10 a.m. on 24 May, 2013.** The RSVPs must be sent back to the contact person: Hana Bohacova, the Norwegian Embassy, Prague. Clothing: informal attire.

We are looking forward to meeting you.

See you in Prague.