H2020-RISE-2016
Coordinators day

Mid-Term Meeting

Oscar PEREZ PUNZANO
Project Officer ENV
oscar.perez-punzano@ec.europa.eu

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1. Purpose and Scope
2. Preparation
3. Agenda
4. Follow-up
MID-TERM MEETING a contractual obligation... and a fruitful dialogue

RESEARCH STAFF
EXPERTS

1 DAY
or
2 HALF DAYS

EUROPE OR OUTSIDE, IF Duly JUSTIFIED

14th – 18th MONTH AFTER THE PROJECT START DATE

BENEFICIARIES
PARTNERS
SECONDEES
PREPARATION

PREPARATION OF THE MTM

SECONDMENTS DECLARATIONS UP TO DATE

CONFIRMATION AROUND 2 MONTHS BEFORE THE MTM

PROGRESS REPORT SUBMISSION

REA PO

REA EXPERT

COORDINATOR
AGENDA

ROUND THE TABLE

COORDINATOR'S / WP LEADERS' REPORT

GENERAL STATUS OF THE PROJECT
WP REPORT
TRAINING, ToK & NETWORKING
GA MANAGEMENT

MEETING BETWEEN SECONDED STAFF AND REA PO

OPEN DISCUSSION

Any other issues to cover, including meeting with the administration
Slide 1: WP objectives and associated tasks

Slide 2: Deliverables and implementation

Slide 3: Link between secondments, tasks and deliverables

Slide 4: Future implementation (keep the link between secondments and deliverables)
At least one seconded researcher presents his/her contribution to WP

Slide 1: background (education/experience and home institution)

Slide 2: duration, tasks, WP links

Slide 3: impact both on the overall project and on his/her own career
Follow-up

• The REA Project Officer provides feedback, including recommendations for further implementation

• Project Coordinators report on implementation of recommendations via regular reporting
“YOU CANNOT HOPE TO BUILD A BETTER WORLD WITHOUT IMPROVING THE INDIVIDUALS.”

MARIE SKŁODOWSKA-CURIE
Thank you