

EXPRESSION OF INTEREST

Project: "FILA Plus"

***Selection of n. 20 participants to the INCOMING MISSION
"The role and application of project management for technology transfer in
Universities and Research Centers"***

Date of Publication: 09.03.2023

Deadline of Application: 27.03.2023

Duty station: CIHEAM Bari HQs

Period of the Activity: 13 - 21 April 2023

Project title: FILA Plus - Strengthening and empowering of cross border innovation networks through Fertilization Innovation Labs in Agro-food for improving the connection between research and SMEs (EIP approach) - PLUS.

CUP: C67F22000180007

1. THE GENERAL OBJECTIVE OF THE INITIATIVE

The main objective of the FILA capitalization actions will be the strengthening of the innovation local ecosystem of the territories involved in an international cooperation framework. The activities envisaged by the project also aim at the involvement of new users to transfer the results achieved and amplify their applicability both in the Programme area and in the wider EU area.

Partners of the Project are CIHEAM Bari, the ADF - Albanian Development Fund, The Innovation and Entrepreneurship Center – TEHNOPOLIS and the Ministry of Economic Development and Tourism of Montenegro - Directorate for Small and Medium-sized Enterprise Development.

The project's general objective meets the EUSAIR goal to promote the growth and economic prosperity of the region by improving the attractiveness, competitiveness, and connectivity and creating more opportunities for smart, sustainable, and inclusive growth in the region. All the project activities are perfectly in line with the cross-acting aspect of the strategy: "Strengthening research and development, innovation and SMEs" and "capacity building, communication includes".



2. OBJECTIVES OF THE EXPRESSION OF INTEREST

This expression of interest, promoted by CIHEAM Bari, in collaboration with the Albanian Ministry of Education Sport and Youth, is aimed at selecting the participants for promoting the strengthening of skills of **n. 20 staff members from University, Research Center and Public Administrations of the Eligible Territories** (Puglia, Molise, Albania and Montenegro) through their participation in an incoming mission (a capacity building activity for a total of n. 4 seminars) dedicated to tools of project management, the importance of the project “users” and how project management involves them in projects implementation.

CIHEAM Bari will cover travel and accommodation for the selected participants.

3. SEMINAR DETAILS /LEARNING PATH?

The activity will have a total duration of 30 hours and will be carried out between 13th and 21st April 2023 at the CIHEAM Bari campus in Valenzano (BA).

The event will be divided into 4 seminars:

- Project Cycle Management
- Logical Framework
- Communication Tools
- Evaluation and Monitoring Tools
- Fund raising (EU and cooperation programme)

The seminar is based on the results-based management concept and used the logical framework as a tool. The course includes practical exercises focused on the “analyse” stage (Problem Three, Objective three and strategy selection analyses), as well as on the “planning” stage (Logical frame matrix) which are the practical tools used during the project designing process. It aims, at first, to provide a general overview of the Project Cycle Management, at a theoretical level. Then the course will deepen some fundamental tools of the project designing process using the logical framework approach. It will focus also on the main tools and methods to be used during the implementation stage of a project approved by public funds.

The participants will gain knowledge about the project cycle, how to initiate a project, to identify the problems, goals, and objectives of the project, set up the activities as well as basic concepts on how to create a budget. Knowledge will also be provided on project management, including financial and communication aspects, evaluation and monitoring tools.

4. ELIGIBILITY CRITERIA

Applicant must satisfy the following requirements on the closing date for submission of application:

- Be resident in the programme’s eligible territories (Puglia (IT), Molise (IT), Albania, Montenegro);
- Be part of the Staff of Eligible Territories’ Universities, Research Center and Public Administration dedicated to Project design, management, implementation or/and Technology Transfer.



- Have a Good knowledge of the English language.

In case the applicant doesn't fulfil all the eligibility criteria, the application will not be taken into consideration.

5. EVALUATION CRITERIA

Once the terms of validity of the notice have elapsed, the CIHEAM Bari assesses the expression of interest admissibility regarding the presence of the essential requirements and the absence of causes for exclusion.

The selection of the expression of interests received will be carried out by a committee specifically appointed by CIHEAM Bari. The Committee includes n.3 members with specific expertise in the field of Project Management and Technological Transfer. The Commission, following the CIHEAM Bari procedures, are required to provide evidence of specific expertise in the areas covered by the call and assesses the merits of applications. Evaluation by the above-mentioned commission is unquestionable.

The Commission will create a list of participants eligible to take part to the incoming mission in the frame of "FILA Plus" project.

The outcomes of the selection (list of participants) will be published on CIHEAM Bari website/section Opportunities (www.iamb.it), on its dedicated page "CALL FOR INTEREST". The selected participants will receive a confirmation e-mail which will be valid for all purposes as notification of the results of this expression of interest.

6. APPLICATION PROCEDURE

All interested applicants shall submit the application using the CIHEAM Bari Application form to be sent to the following email address: **cv@iamb.it**.

The application deadline is on **27/03/2023 at 23:59**.

Applicants are requested to specify the following reference code in the email subject: "**Fila Plus – Incoming Mission**".

The following documents shall be sent to apply the Expression of Interest:

- 1) Application Form duly completed and signed, in .pdf format (Annex 1);
- 2) Curriculum vitae in English (Europass format, in pdf format, duly signed). Candidates are demanded to clearly insert the place and date of birth as well as actual residence in the CV;
- 3) Identity document (copy of valid passport in PDF format);
- 4) Information about collecting, storing and processing personal data, duly signed (Annex 2).

All the documents listed above are mandatory.

7. EXCLUSION FROM SELECTION PROCEDURES

Applications containing the following defects will not be considered:

- Applications lacking any of the essential eligibility requirements;

- Applications received after the deadline stated in this announcement;
- Application documents not signed;
- Application lacking any essential document as per application procedure.

8. USE OF PERSONAL DATA AND DISCLAIMER

Applying to this expression of interest, applicants explicitly provide for the full acceptance of the “Information about collecting, storing and processing personal data” given by CIHEAM Bari when submitting the application and fully consent to the use of their personal data by CIHEAM Bari for the purposes under this expression of interest.

This data will be exclusively managed by the CIHEAM Bari personnel who is in charge to store and use of the application dossier.

Furthermore, applicants hereby authorize CIHEAM Bari to the processing of their personal data in compliance with lawfulness, fairness and confidentiality requirements, in line with CIHEAM adoption, on 5 July 2019, of the “Security of the Information and Personal Data Protection Policy”, in compliance with the principles of EU Regulation 679/2016 – General Data Protection Regulation and subsequent amendments and additions.

CIHEAM Bari is not liable for any incorrect, inaccurate, incomplete, damaged, lost, delayed, misdirected or intercepted entries, or for any incorrectly submitted or received entries, unreadable, damaged, lost, delayed, misdirected or intercepted. In addition, CIHEAM Bari is not liable for applications that, for any reason, are not received, or electronic or other communications that are delayed, or other technical problems related to the submission and uploading of content under this initiative.

9. OTHER CLARIFICATIONS

For clarifications, as well as for any issue not provided for in this call, applicants can contact the Project Management Unit at the email address youth&innovation@iamb.it up to March 24th. Without prejudice to compliance with the laws and regulations in force, the responses of the Project Management Unit shall be considered final and not subject to any dispute.