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## Technical Assistance for Türkiye in Horizon Europe Project

TR21A7.01.01-04/001

### National Info Day in İstanbul

#### (Physical Event)

##### Event Details:

**Date:** 22 December 2025

**Time:** 09:30 - 16:30

##### Agenda / Info Day Programme

Time	Session	Trainer / Speaker
09:30 – 10:00	<b>Registration and Welcome Coffee</b> <i>Participant registration, morning coffee and informal networking opportunity.</i>	
10:00 – 10:15	<b>Opening Remarks &amp; Introduction to the Technical Assistance Project</b> <ul style="list-style-type: none"><li>Brief welcome and context.</li><li>Overview of the Technical Assistance Project: core objectives and support mechanisms available for Turkish stakeholders.</li><li>Introduction to the day's condensed agenda and expected takeaways.</li></ul>	<i>İhsan Karataylı, Key Expert 2, R&amp;I Expert at Türkiye in Horizon Europe Project</i>
10:15 – 11:45	<b>Horizon Europe: Opportunities &amp; What's in It for You? - NCP Services</b> <b>Core Horizon Europe Overview:</b> <ul style="list-style-type: none"><li>Structure, main pillars, clusters, and missions.</li><li>Key participation rules and general opportunities for Turkish institutions.</li></ul> <b>NCP Support Services: How TÜBİTAK NCPs assist applicants</b>	<i>TÜBİTAK (TBC)</i>
11:45 – 12:00	<b>Coffee Break</b> <i>Refreshment break and informal discussions among participants.</i>	
12:00 – 13:00	<b>From Idea to Proposal: Key Steps &amp; Best Practices</b> <ul style="list-style-type: none"><li>Understanding Horizon Europe calls and work programmes effectively.</li><li>Essentials of forming a strong consortium and defining roles.</li></ul>	<i>Dr. Nikolaos Floratos, Sr. Trainer at Türkiye in Horizon Europe Project</i>



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	<ul style="list-style-type: none"> <li>• <i>Critical best practices in proposal writing (focus on clarity, impact, and innovation).</i></li> <li>• <i>Key insights from an evaluator's perspective (common pitfalls to avoid).</i></li> <li>• <i>Practical tips for newcomers to get started.</i></li> </ul>	
<b>13:00 – 14:00</b>	<b>Lunch &amp; Networking</b>	
<b>14:00 – 14:45</b>	<b>Navigating Horizon Europe: Financial Essentials &amp; Where to Get Help</b> <ul style="list-style-type: none"> <li>• <i>Core financial principles: eligible costs, main budget categories.</i></li> <li>• <i>Brief overview of key administrative aspects and reporting.</i></li> <li>• <i>Guidance on where to find reliable financial, legal, and IPR information, and how to access comprehensive support (e.g., TÜBİTAK NCPs, project website, official EU portals, upcoming specialized trainings).</i></li> </ul>	<i>İhsan Karataylı, Key Expert 2, R&amp;I Expert</i>
<b>14:45 – 15:30</b>	<b>Technical Project Management in Horizon Europe</b> <ul style="list-style-type: none"> <li>• <i>Work package design and deliverables.</i></li> <li>• <i>Project monitoring and reporting.</i></li> <li>• <i>Risk management and amendments.</i></li> <li>• <i>Practical insights into maintaining compliance and collaboration throughout the project lifecycle.</i></li> </ul>	<i>Dr. Nikolaos Floratos, Sr. Trainer</i>
<b>15:30 – 15:45</b>	<b>Coffee Break</b> <i>Refreshment break and informal discussions among participants.</i>	
<b>15:45 – 16:25</b>	<b>Interactive Q&amp;A and Next Steps</b> <ul style="list-style-type: none"> <li>• <i>Open floor for questions from the audience to all speakers.</i></li> <li>• <i>Brief summary of key takeaways.</i></li> <li>• <i>Information on upcoming project activities, available resources, and follow-up opportunities.</i></li> <li>• <i>Encouragement for engagement and proposal development.</i></li> </ul>	<i>İhsan Karataylı, Key Expert 2, R&amp;I Expert and</i> <i>Dr. Nikolaos Floratos, Sr. Trainer</i>
<b>16:25 – 16:30</b>	<b>Closing Remarks</b> <i>Summary of the day's key insights and appreciation to participants.</i>	