



**European Academy**  
for Taxes, Economics & Law

# EU Funding for Small and Medium Sized Enterprises

Practical Seminar

**2<sup>nd</sup> and 3<sup>rd</sup> March 2009, Berlin, Germany**

**Brochure**

# PRACTICAL SEMINAR

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## BACKGROUND

Small and Medium Sized Enterprises (SMEs) face considerable difficulties on the financial market due to the reluctance of the investors to finance them. The European Commission strongly encourages the financing of start-up and growing SMEs. The Community programmes like the 7<sup>th</sup> Research Framework Programme (FP7) and the Competitiveness and Innovation Programme (CIP) offer many financing opportunities for SMEs. The complexity of these European programmes makes it difficult for entrepreneurs and SME support organisations to choose the most suitable funding for SMEs. Each programme has different objectives and establishes its own rules for funding application.

## SEMINAR CONTENTS

The seminar will focus on detailed presentations of specific measures for SMEs within the 7<sup>th</sup> Research Framework Programme and the Competitiveness and Innovation Programme. It will provide key information on differences and opportunities within these main programmes relevant to SMEs and will give guidance for SMEs on how to choose the most appropriate funding scheme. It will present the application requirements and procedures of each programme for SMEs.

## YOUR BENEFIT

Participants become familiar with the different opportunities for SMEs within the 7<sup>th</sup> Research Framework Programme and the the Competitiveness and Innovation Programme. They learn how to find the most appropriate EU funding for SMEs and how to apply for EU funding.

## TEACHING METHODS

- Lectures
- Q & A – sessions and interactive discussions
- Rich course material and handouts

## TARGET GROUP

Representatives from:

- Small and Medium Sized Enterprises (SMEs)
- SME Support and Advisory Agencies
- Economic Development Agencies
- National, regional and local Chambers of Commerce
- Financial Institutions and Banks supporting SMEs

# YOUR SPEAKERS

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## DR. ANDRE SCHLOCHTERMEIER

**Head of Office for the European Research Programme in the Federal Ministry of Education and Research (BMBF), Germany**

Dr. Andre Schlochtermeyer is Head of Office for the European Research Programme in the Federal Ministry of Education and Research (BMBF). Additionally, he coordinates German contact points and acts as the national expert in numerous programme councils for the Seventh Framework Programme. After his promotion in the microbiology and a post doc work at the Albert-Ludwigs-University in Freiburg and at the Ludwig-Maximilians-University in Munich, he changed to German Aerospace (DLR) in Bonn in 1994. At first he contributed there as the European programme contact point and was in charge of the international cooperation. His work focuses on the preparation and implementation of the research programmes, tenders consultancy and project management advisory as well as the European research field.

## DORIS SCHEFFLER

**Advisor at ZENIT – Centre for Innovation and Technology of North Rhine Westphalia, Germany**

Doris Scheffler is working at ZENIT – Centre for Innovation and Technology of NRW since 1999. Her main activities focus on advising/consulting services for companies in the field of developing internationalisation strategies and financing innovation and investments from public national and regional funds as well as from European funds. In addition, she is Head of the National Contact Point for the Information and Communication Technologies Programme (ICT PSP) in Germany. Prior to joining the ZENIT, she worked as free-lance consultant as well as officer at the Brussels office of the German Association of Chambers of Commerce and Industry. She holds a Diploma in Economics.



# PROGRAMME

## DAY 1

8.30-9.30

Registration and handout of seminar documents

9.30-9.40

Opening remarks from the European Academy for Taxes, Economics & Law

9.40-10.15

### Overview of the Community Programmes for SMEs:

- Introduction to EU Funding
- 7<sup>th</sup> Research Framework Programme for Small and Medium Sized Enterprises
- Competitiveness & Innovation Framework Programme (CIP)
- Eurostars Programme
- EU Structural Funds

Dr. Andre Schlochtermeier, Head of Office, European Research Programme, Federal Ministry of Education and Research, Germany

10.15-10.30

Q&A

10.30-11.00

Coffee Break

11.00-12.15

### 7<sup>th</sup> Research Framework Programme - Support for Small and Medium Sized Enterprises

- Aim, structure and topics of the 7<sup>th</sup> Research Framework Programme
- Funding instruments for SMEs of the 7<sup>th</sup> Research Framework Programme

Dr. Andre Schlochtermeier, Head of Office, European Research Programme, Federal Ministry of Education and Research, Germany

12.15-12.30

Q&A

12.30-14.00

Lunch Break

14.00-15.00

### 7<sup>th</sup> Research Framework Programme for Small and Medium Sized Enterprises – Application Procedure

- Application procedure: call for proposals and call for tender
- Proposal evaluation, evaluation criteria and project selection
- Intellectual property rights - who is the owner of the project results
- Financial planning of projects for involved enterprises

Dr. Andre Schlochtermeier, Head of Office, European Research Programme, Federal Ministry of Education and Research, Germany

15.00-15.15

Q&A

15.15-15.45

Coffee Break

15.45-16.45

### 7<sup>th</sup> Research Framework Programme for Small and Medium Sized Enterprises – Project Management

- Reporting and Monitoring
- Financial and Technical Audits
- Facing the Irregularities

Dr. Andre Schlochtermeier, Head of Office, European Research Programme, Federal Ministry of Education and Research, Germany

16.45-17.00

Q&A

17.00

End of day one

# PROGRAMME

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## DAY 2

9.30-10.30

### **EU Framework Programme for Competitiveness and Innovation (CIP)**

- Aims and budget of the new framework programme for Small and Medium Sized Enterprises
- Enterprise Europe Network:
  - Business support at your doorstep
  - Activities and services for SMEs in Europe

Doris Scheffler, Advisor at ZENIT – Centre for Innovation and Technology of North Rhine Westphalia, Germany

10.30-10.45

Q&A

10.45-11.15

Coffee Break

11.15-12.15

### **CIP – Funding Possibilities and Application I**

- Policy Support Programme for Information and Communication Technologies (ICT PSP)
- Call 2009
- Project types and funding schemes
- How to write a good proposal: Evaluation procedure and project selection

Doris Scheffler, Advisor at ZENIT – Centre for Innovation and Technology of North Rhine Westphalia, Germany

12.15-12.30

Q&A

12.30-14.00

Lunch Break

14.00-15.00

### **CIP – Funding Possibilities and Application II**

- ECO Innovation Programme
- Intelligent Energies Europe Programme (IEE)

Doris Scheffler, Advisor at ZENIT – Centre for Innovation and Technology of North Rhine Westphalia, Germany

15.00-15.15

Q&A

15.15-15.30

End of seminar and handout of certificates



**European Academy**  
for Taxes, Economics & Law

# ORGANISATIONAL MATTERS

## BOOKING NUMBER

S-137

## DATES OF EVENT

2<sup>nd</sup> and 3<sup>rd</sup> March 2009

## EVENT LOCATION

Ellington Hotel Berlin

Nürnbergger Straße 50-55

10789 Berlin, Germany

Phone: +49 (0)30 6831 52301

Fax: +49 (0)30 6831 55555

E-mail (reservation): reservierung@ellington-hotel.com

Internet: www.ellington-hotel.com

## ROOM RESERVATION

**Please contact the hotel directly and refer to the “European Academy for Taxes, Economics & Law” in order to benefit from a limited room contingent at a special price. Please book as soon as possible.**

Of course you can always look for an alternative hotel accommodation.

## EVENT LANGUAGE

The event language will be English.

## EVENT PRICE

**Early booking contingent until the 5<sup>th</sup> of December 2008:**

**849,- Euro, excl. German VAT (19%)**

Normal price from the 6<sup>th</sup> of December 2008:

899,- Euro, excl. German VAT (19%)

The above price covers the following:

- Entrance for both event days
- Hand-out documents
- Soft drinks and coffee/tea on both days
- Lunch on both days

## BOOKING

Fax: +49 (0)30 802080-250

E-mail: booking@euroacad.eu

Phone: +49 (0)30 802080-234

For online booking please visit  
our internet site under:

[www.euroacad.eu](http://www.euroacad.eu)

## CONTACT

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## YOUR CONTACT PERSON FOR THE PROGRAMME:

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## CANCELLATION TERMS

Pre-payment of the fee is a condition for participation. The time of booking does not affect the cancellation regulations. Cancellations shall be in writing. For cancellations received four weeks prior to the event or earlier: a € 80,00 (excl. German VAT) administrative fee will be charged. The event fee will be reimbursed in full. For cancellations two to four weeks prior to the event the fee will be reimbursed at 50%, up to two weeks prior to the event or no-show: event fee will not be reimbursed. We reserve the right to change or cancel the event. In the event that the European Academy for Taxes, Economics & Law has to cancel or postpone an event, payments received will be reimbursed in full. We herewith inform you that we exclude the liability for any damages in connection with the event. Personal data provided by attendees (name, company/organisation) will be used during the organisation of the event and distributed to other attendees. With your signature, you agree that we can contact you by fax, email or telephone and that we can use and distribute the provided data in professional terms. If you do not agree, please delete the respective part(s) of the sentence(s) or contact us. You can withdraw your agreement at any point in time. This agreement shall be governed by German law, the courts of Berlin shall have exclusive jurisdiction.

**NOTE**

Please note, you can register as many delegates as you wish (except, the symposium is fully booked). You only need to copy this form for as many persons you wish.

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# BOOKING

BOOKING NUMBER: S-137(PR)

DATE: 2<sup>ND</sup> - 3<sup>RD</sup> MARCH 2009

Herewith we register the following persons for the Practical Seminar: "EU Funding for Small and Medium Sized Enterprises":

**Delegate 1**

Mr.  Ms.

First name \_\_\_\_\_ Last name \_\_\_\_\_ Phone \_\_\_\_\_

Department \_\_\_\_\_ Fax \_\_\_\_\_

Job position \_\_\_\_\_ E-mail \_\_\_\_\_

Your organisation \_\_\_\_\_

Street \_\_\_\_\_

Postcode / City \_\_\_\_\_

Country \_\_\_\_\_

**Delegate 2**

Mr.  Ms.

First name \_\_\_\_\_ Last name \_\_\_\_\_ Phone \_\_\_\_\_

Department \_\_\_\_\_ Fax \_\_\_\_\_

Job position \_\_\_\_\_ E-mail \_\_\_\_\_

Your organisation \_\_\_\_\_

Street \_\_\_\_\_

Postcode / City \_\_\_\_\_

Country \_\_\_\_\_

**Delegate 3**

Mr.  Ms.

First name \_\_\_\_\_ Last name \_\_\_\_\_ Phone \_\_\_\_\_

Department \_\_\_\_\_ Fax \_\_\_\_\_

Job position \_\_\_\_\_ E-mail \_\_\_\_\_

Your organisation \_\_\_\_\_

Street \_\_\_\_\_

Postcode / City \_\_\_\_\_

Country \_\_\_\_\_

**Invoice organisation**

To the attention of \_\_\_\_\_

Street \_\_\_\_\_ Phone \_\_\_\_\_

Postcode / City \_\_\_\_\_ Fax \_\_\_\_\_

Country \_\_\_\_\_ E-mail \_\_\_\_\_

In case of registration of more than one delegate - do you prefer:  single invoice?  collective invoice?

Place, Date

Authorised Signature / Stamp

Pre-payment of the fee is a condition for participation. The time of booking does not affect the cancellation regulations. Cancellations shall be in writing. For cancellations received four weeks prior to the event or earlier: a € 80,00 (excl. German VAT) administrative fee will be charged. The event fee will be reimbursed in full. For cancellations two to four weeks prior to the event the fee will be reimbursed at 50%, up to two weeks prior to the event or no-show: event fee will not be reimbursed. We reserve the right to change or cancel the event. In the event that the European Academy for Taxes, Economics & Law has to cancel or postpone an event, payments received will be reimbursed in full. We herewith inform you that we exclude the liability for any damages in connection with the event. Personal data provided by attendees (name, company/organisation) will be used during the organisation of the event and distributed to other attendees. With your signature, you agree that we can contact you by fax, email or telephone and that we can use and distribute the provided data in professional terms. If you do not agree, please delete the respective part(s) of the sentence(s) or contact us. You can withdraw your agreement at any point in time. This agreement shall be governed by German law, the courts of Berlin shall have exclusive jurisdiction.