

# CBHE-Workshop

## Experiences from KNOTS

18.10.18 – 19.10.18

Michaela Hochmuth

Richard Bärnthaler



# KNOTS: A Brief Introduction

- Fostering multi-lateral knowledge networks of transdisciplinary studies to tackle global challenges.
- Erasmus+ KA2, CBHE
- 8 Universities: Austria (1), Germany (1), Czech Republic (1), Thailand (2), Vietnam (3)
- Build capacities for transdisciplinary research and teaching (not a research project)
- Transdisciplinarity: transcending disciplinary boundaries AND including non-academic actors into the process of knowledge production



# How did we find suitable partners?

- Bilateral contacts between individual staff members in our department (DS) and the respective partner universities; e.g.
  - Erasmus+ International Mobility cooperation
  - Guest lectures
  - Former employment
  - Joint research projects
- Make use of your contacts and existing networks.
- Build upon existing knowledge and strengths of partners



# How did we write the project proposal?

- Be aware of the policy context
  - EU Strategies and Key Policies (e.g. 2020 Strategy - EU Agenda for Jobs, Growth, Fairness & Democratic Change – Policy Priorities) -> National and Regional Priorities of ERASMUS+ programme -> Call for proposal (Specific Action)
- Solution-oriented
  - Convert problems/challenges into objectives and demonstrate the feasibility of achieving these objectives
- Consult **Erasmus+ National Agencies and Contact Points** (Austria: OEAD)
  - [https://eacea.ec.europa.eu/erasmus-plus/contacts\\_en](https://eacea.ec.europa.eu/erasmus-plus/contacts_en)
- Contact third-funding agencies and other Erasmus+ projects at your home university
- Look into other successful project proposals, but also into best practice examples: <https://ec.europa.eu/programmes/erasmus-plus/projects/>

# How did we write the project proposal?

- Most of the proposal writing was done at the coordinating institution
  - Administrative and scientific staff
- Inclusion of partners as early as possible! Ownership!
- Edit and review with the project consortium
  - Roles, activities, project timeline,...
- Close Communication with International Office and Finance Department of the University of Vienna
- Crucial:
  - Involve Erasmus+ Contact Points and National Agencies from the beginning!
  - Be aware of deadlines (Universities & EACEA)

# How are we communicating with the EACA?

- Project Officer - Project Coordinator.
  - Document everything! Keep all e-mails!
  - Contact immediately if you have any major problems, changes in budget, etc.
  - Get and keep written confirmations!
- International Office and Research Services might be involved.
- Clear rules for amendments and official changes.
  - e.g.: changes in addresses, deadlines, contact details,...
- Beneficiary Space and Participant Portal (e.g. for reporting and documentation).
- Make use of the Project Guidelines!

# How are we communicating with our partners?

- Email communication
- Online-meetings (Organized along respective working teams)
- Project management meetings during workpackage implementation
- Regular meetings and updates
  
- Tight/continuous communication and clear responsibilities.
  - Within the respective beneficiary
  - Within the project

# Major challenges and how to tackle them

- Creating ownership - flat versus hierarchical approaches: balance is needed, depends on context and institutions involved
- Bureaucracy and reporting:
  - provide clear guidelines and standardize as much as possible,
  - checklists
  - one responsible person per institution
  - project budget allows for hiring administrative staff – make use of it!
- Political context: necessity to be pragmatic
- Finances: Be sure all beneficiaries understood and implement guidelines accordingly
  - EU guidelines might clash with the beneficiaries internal guidelines, (e.g. overheads, co-financing principle,...)





- [knots.univie.ac.at](https://knots.univie.ac.at)
- facebook: @KNOTShighereducation
  
- International Erasmus+ Contact Points  
[https://eacea.ec.europa.eu/erasmus-plus/contacts/international-erasmus-plus-contact-points\\_en](https://eacea.ec.europa.eu/erasmus-plus/contacts/international-erasmus-plus-contact-points_en)
- Project Management Methodology - PM2  
[http://www.fos-unm.si/media/pdf/e-knjige/project\\_management\\_methodology\\_guide.pdf](http://www.fos-unm.si/media/pdf/e-knjige/project_management_methodology_guide.pdf)

