

## FP6/FP7 support for SMEs

SME Environment Newsletter  
[www.sme-environment.org](http://www.sme-environment.org)

Second Issue  
January 2006.

### Dear Colleagues,

You are reading the second issue of the SME Environment Newsletter, which aims to inform you about the objectives of the project, the latest changes and news in European environmental and energy policies, programmes.

The second issue will inform you on the e-training and e-consulting possibilities of SME Environment. These services will be launched on 9 January, 2006.

With our help you will be able to learn how to develop proposals and manage projects under FP6. Our experts will focus especially on Global 4 and Energy 4 Calls.

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### LAUNCH OF THE E-LEARNING COURSE

SME Environment project welcomes You to take part in the e-Learning course on proposal writing and project management. It is free of charge. The course is available on the Internet. You can participate in your office or your home or any place where you have access to the Internet.

The course is offered on two levels: basic training and advanced training

- » If you don't know anything about the EU Framework Programmes, take first the basic course
- » If you are familiar with the EU Framework Programmes test yourself with the basic course test
- » If you pass the basic course test, go directly to the advanced course

*See more information on page 2.*

### e-consulting

The SME Consortium will give you e-consulting free of charge on proposal development, financial issues, legal issues and project management.

Join the discussion on the forum and tell us the problems you have faced when making the project proposal and when carrying out daily project management, and we try to solve them.

If you need personal consultancy, please send us your questions and your phone number/e-mail address by using the icontact mei button, and we will contact you.

### FP6 DEADLINES

The Sixth Framework Programme has arrived to its last year. Make sure that you will use all your possibilities to get support from FP6 and implement your innovative project ideas. At the end of 2005 new deadlines were published on Cordis.

- » go to [www.sme-environment.org](http://www.sme-environment.org)
- » or go directly to Cordis and check them.



## PRACTICAL GUIDE TO THE E-LEARNING COURSE

### Who can participate?

The courses target SMEs from New Member States or Candidate Countries who are planning to apply for funding for projects in the field of energy, environment and transport.

The course is subsidised by EU and all the services are free of charge for environmental SMEs based in New Member States or Candidate Countries.

The course is divided in modules, and each module is divided in chapters. Self-assessment tests offer you a possibility to check what you have learnt.

If you know the answer to less than 80% of the questions you are requested to go through the module/course again.

If you pass successfully one of the e-learning courses the SME Environment Consortium will give you a certificate of your achievements.

**SME Environment**

### Concluding the basic course you will ...

- Have a clear picture of FP6 and FP7 programmes and how to **develop your ideas into project proposals**.
- After the course you will have the possibility to receive **e-consulting** to prepare your proposals under FP6.

An FP6 project

**SME Environment**

### Concluding the advanced course you will ...

- Be able to develop your ideas into project proposals and manage your projects.
- The advanced course consists of four modules:
  - **Participation and consortium composition**
  - **Administrative and financial parts**
  - **After submission**
  - **Project management**

An FP6 project

### What to do now?

Register on the website: [www.sme-environment.org](http://www.sme-environment.org)

- » We will send you a username and a password you can enter the course with
- » The e-consulting services are available to all interested environmental SMEs from NMS and CC

### Any questions?

- » If you don't understand something on the course, please write your questions on the forum. We will answer you in 24 hours.
- » Please consult the frequently asked questions first. You can find the FAQs by pressing the ? button on the top of the right corner.
- » If you need personal consultancy, please send us your question and your phone number/e-mail address by using the "contact me" button, and we will contact you.

Some examples from the course:

**SME Environment** Module 4: How to begin

Module 4: How to begin

- Chapter 1: Identifying a call
- Chapter 2: Choosing a call
- Chapter 3: Preparing a proposal
- Chapter 4: Managing, reporting
- Chapter 5: Summary

FP6 project

**SME Environment**  
Supporting Environmental SMEs from Central Eastern Europe

For this PROGRAMME there are 5 matching KEYWORDS.

I'm ready!

Reset test

PROGRAMMES	KEYWORDS
LEONARDO DA VINCI II	MINERVA
INTELLIGENT ENERGY FOR EUROPE	VOCATIONAL TRAINING
SOCRATES II	RENEWABLE ENERGY SOURCES
	1 BILLION AND 850 MILLION EURO
	EUROPE OF KNOWLEDGE
	1 BILLION AND 150 MILLION EURO
	CONCERTED ACTIONS
	TRANSNATIONAL PROJECTS
	STEER
	ON-LINE SUBMISSION
	LANGUAGE COMPETENCES
	CO2 EMISSION
	215 MILLION EURO
	EDUCATION ON ALL LEVELS

**SME Environment** Module 3: Overview of FP7

Structure of FP7

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Cooperation – Collaborative research

Support will be given to the whole range of research activities carried out in trans-national cooperation, from collaborative projects and networks to the coordination of national research programmes. International cooperation between the EU and third countries is an integral part of this action. FP7 presents strong elements of continuity with its predecessor, and this can be seen mainly in Cooperation section.

## E-CONSULTING TO SMES FROM NMS AND CC

The aim of the consulting services is to help SMEs to develop project ideas into project proposals. The SME Consortium will provide consulting free of charge in proposal development, financial issues, legal issues, IPR issues and project management. The client will be in charge of the expertise/know-how of his own field.

In proposal development and management advice will be given especially in

- » project idea evaluation
- » filling the application forms, preparation of required documents, preparation of the budget, etc.
- » partner search
- » putting together the detailed budget
- » etc

E-consulting will be provided by Geonardo Environmental Technologies Ltd, Innostart Innovation and Business Center, Helsinki University of Technology, Regional Environmental Centre and Economic University of Vienna, Small Business Department.

E-consulting services are free of charge for all interested environmental small and medium-sized enterprises based in any New Member State and Candidate Country.

## SME ENVIRONMENT HELP FOR GLOBAL 4 CALL

SME Environment would help environmental SMEs from **New Member States and Candidate Countries** in their proposal development and consortia building.

For this reason the project partners created a special database where **only small and medium sized enterprises can register which are working in the field of energy and environment** and are interested in participation of projects submitted under the Global 4 Call.

## SME ENVIRONMENT DATABASE

Benefits of the database:

- » All data are checked previously.
- » The data are relevant and expertise listed refer to the topics of the Global 4 Call.
- » The SMEs can search other partners with relevant expertise
- » Coordinators can search for SMEs in the region in order to improve their consortia.

Please register at [www.sme-environment.org](http://www.sme-environment.org)

## SME ENVIRONMENT GUIDES

The project experts created two special guides in order to help both sides in successful project development.

1. The **GUIDE FOR SMES** gives practical assistance, a step by step guide on project proposal development, consortium building, and offers solutions for many potential problems.

You can download the Guide at [www.sme-environment.org](http://www.sme-environment.org)

2. The **GUIDE FOR COORDINATORS** helps coordinators understand better the problems that SMEs face in the region and describes the potential knowledge base and benefits of involvement of the SMEs into research projects. The Guide also gives practical hints on how to overcome the problems and barriers of NMS/ACC SME participation.

You can download the Guide at [www.sme-environment.org](http://www.sme-environment.org)

## WHAT SHOULD BE YOUR NEXT STEP?

In case you are a small or medium sized enterprise, based in New Member State or Candidate Country, working in the field of energy/environment:

- » Register to the database
- » Send your project idea to [info@sme-environment.org](mailto:info@sme-environment.org), and we will help you to develop your proposal or find appropriate partners.
- » Download the guide tailored to your needs

In case you are a coordinator searching for partners, more precisely for small or medium sized enterprise, based in New Member State or Candidate Country, working in the field of energy/environment:

- » Search for partners in our database
- » Download the guide which helps you to involve easily these SMEs
- » Send your project idea to [info@sme-environment.org](mailto:info@sme-environment.org), and we will help you to find appropriate partners from our database

Do not forget, the deadline of submitting projects under the Global 4 call, the last call in FP6, is **2 March 2006**.

## ANNOUNCEMENT FOR FEMALE MANAGERS AND RESEARCHERS

Dear colleagues,

The SME Environment consortium has committed to fulfill the following tasks:

- » Help women managers to develop projects under FP6/FP7 projects in the field of energy and environment.
- » At least 40% of all submitted proposals with the help of project experts will be prepared by women managers.
- » Creation of a service package that is tailored to the needs of women managers.
- » The services will build on the experiences of previous projects aiming at increasing the participation of women in FP5/FP6.



In order to achieve the above scopes, the Regional Environmental Centre analysed the current situation in gender mainstreaming and women participation in the FP6 Programme. The conclusions can be read on the official website: [www.sme-environment.org](http://www.sme-environment.org)

### Main conclusions for SME Environment

The **course** will be, besides general promotion, directly offered to women. Special target groups could be graduate students and women on maternity leave. It will provide flexible time arrangement with "easy to follow, interrupt and return" flow of the materials with guiding visuals, summaries, etc. in order to help the process of learning even if it is sometimes interrupted. The course will be free of charge during the project period and solutions will be considered in order to keep it inexpensive even after the project period. The course will provide competitive knowledge in order to help women's efforts for the introduction and reintroduction to the market.

The **training material** will introduce companies in good practices how and why to employ women. It will list the benefits of employing women as well as provide good management practices to provide really equal opportunities for women. This will be done by providing specific information on the work characteristics of different genders. The material will also offer information on women's networks and venture capital opportunities.

The **dissemination** will communicate that women are a distinguished target group of the course as well as promote the gender specific content of the training material.

The **evaluation process** will address whether the goals have been met also by objective indicators and by offering women a special section of the evaluation form measuring their satisfaction.

Please help our work and share your opinion with us.

We would welcome partner organisations to

- » improve the SME Environment services
- » promote the SME Environment services among women managers and researchers

In case you would contact us or/and your organisation would participate in our initiative, please write to [info@sme-environment.org](mailto:info@sme-environment.org).



SME Environment logo and banner is downloadable from [www.sme-environment.org](http://www.sme-environment.org)

**NEW REGISTRATION POSSIBILITY:  
PLEASE REGISTER TO OUR NEWSLETTER TO RECEIVE  
REGULARLY UPDATED INFORMATION ON OUR SERVICES  
AT**

**[WWW.SME-ENVIRONMENT.ORG](http://WWW.SME-ENVIRONMENT.ORG)**

**INFORM YOUR COLLEAGUES AND PARTNERS AS WELL**

SME Environment website was updated this week, please visit it to get the latest information!

[www.sme-environment.org](http://www.sme-environment.org)