Research Management Office to Support EU and International Funded Grants

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TU Wien, Austria

European and International Research Support 2018 SARIMA Conference, Johannesburg, ZA

30 May 2018
- Introduction
- TU Wien European & International Research Support
- Factors influencing the institutional structure
- Main Functions and Customers of a RMO
- Features of the EU Research & Innovation Participant Portal
- Stakeholders in EU Research Funding & Support Services
- Levels of Support for EU Horizon 2020 and beyond
- Conclusions
Introduction
Introduction

View from TUtheSky

TU Wien: Main Building

30.05.2018
History

1815: Founded as „k. k. polytechnisches Institut"
1865: First reform - restructuring, implementation of faculties, concentration on technological disciplines
1872: Renamed to „k. k. Technische Hochschule" (TH) new organisational statute (lasts until 1945)
1902: First doctorates awarded
1919: Admission for women
1975: Renamed to „Technische Universität" (TU)
2004: Autonomy through University Act 02
2011: First female Rector: Prof. Sabine Seidler
2013: EARMA Conference
2015: 200 Year anniversary
2017: NCURA Global Workshop
In 2015, the TU Wien celebrated its 200\textsuperscript{th} anniversary. Founded as ‘k. k. polytechnisches Institut’ (‘Imperial and Royal Polytechnical Institute’), TU Wien is a center for research, teaching and learning under the banner of progress. Throughout the past two centuries, researchers at TU Wien have made a long lasting contribution to shaping the future of Austria and Europe.
### Facts & Figures

**Finances***

<table>
<thead>
<tr>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>354 Mio. €</td>
<td>turnover</td>
</tr>
<tr>
<td>233 Mio. €</td>
<td>balance sheet total</td>
</tr>
</tbody>
</table>

**Students**

<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>29,377</td>
<td>Students (16% EU, 16% non-EU-Countries)</td>
</tr>
<tr>
<td>Thereof 28%</td>
<td>Women</td>
</tr>
</tbody>
</table>

**Staff**

<table>
<thead>
<tr>
<th>Number</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>3,708</td>
<td>scientific staff</td>
</tr>
<tr>
<td>thereof 148</td>
<td>full professors</td>
</tr>
<tr>
<td>1,139</td>
<td>general university staff</td>
</tr>
<tr>
<td>4,847</td>
<td>total staff</td>
</tr>
</tbody>
</table>

*Sources: * Balance of Accounts 2016 ** Knowledge Balance Sheets 2016

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**Top Management**

The University is led by the **Rector** and four **Vice Rectors** responsible for Research, Academic Affairs, Finance as well as HR and Gender:

![Top Management (from left to right): Vice Rector for Research and Innovation Johannes Fröhlich, Vice Rector for Infrastructure Josef Eberhardsteiner, Rector Sabine Seidler, Vice Rector for Human Resources and Gender Anna Steiger, Vice Rector for Academic Affairs Kurt Matyas](image)

*30.05.2018*
## Eight Faculties

- Architecture and Planning
- Civil Engineering
- Electrical Engineering and Information Technology
- Informatics
- Mechanical and Industrial Engineering
- Mathematics and Geoinformation
- Physics
- Technical Chemistry
### Five Research Focal Areas

<table>
<thead>
<tr>
<th>Area</th>
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<tbody>
<tr>
<td>Computational Science and Engineering</td>
</tr>
<tr>
<td>Quantum Physics and Quantum Technologies</td>
</tr>
<tr>
<td>Material and Matter</td>
</tr>
<tr>
<td>Information and Communication Technology</td>
</tr>
<tr>
<td>Energy and Environment</td>
</tr>
</tbody>
</table>
International Cooperations & Mobility

Partner universities
The TU Wien has bilateral agreements with more than 70 universities around the world.

Membership in international associations:
- EUA (European University Association)
- SEFI (European Society for Engineering Education)
- CESAER (Conference of European Schools for Advanced Engineering Education)
- IACCE (International Association for Continuing Engineering Education)
- TIME (Top Industrial Managers for Europe)
- GE3 (Global Education for European Engineers and Entrepreneurs)
- EARMA (European Association of Research Managers and Administrators)
- U.S. NCURA (National Council of University Research Administrators)

Membership in academic networks:
- ASEA-Uninet (Southeast Asia)
- Eurasia-Pacific Uninet (China, Central Asia, Russia)
- ATHENS (Advanced Technology Higher Education Network)
- 4 x TU (TU Bratislava, TU Budapest, TU Prag, TU Wien)
- Technical Universities of European Capitals

Mobility, scholarship, RTI programmes:
- ERASMUS + (Mobility of students, graduate students, teaching staff: EEA-CountriesRussia)
- EU & International Research & Innovation Programmes (2014-2020)

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The EIRS is the contact point of TU Wien for European and international research projects and offers the following service:

- Providing general information and advice on the EU & international Research Programmes and Technology Initiatives (HORIZON 2020, COST, EUREKA, etc.)
- Providing financial, legal and administrative information and advice during grant application & project implementation
- Drawing up and reviewing EU & international Research Contracts, Consortium Agreements, Subcontracts, NDAs, LoI, etc.
EU & International Research Support

Organising EU & international information events, workshops and seminars

• Generating and spreading know-how about EU & international project management at the TU Wien
• Statements on the EU & international Research Programmes and Technology Initiatives to the relevant players
• Participating in bodies beyond TU Wien on current developments in EU & international Research Programmes
• Networking with departments of the EU Commission, national and international research institutions & funding agencies
Organisational Chart of European and International Research Support

Vicerector R&I

European and International Research Support (EIRS)
Head of Unit: Siegfried Huemer

- Assistenz
- EIRS Funding Instruments
- EIRS Contract Support
- EIRS Research Mobility

draft as of May 2018
Main Factors Influencing the Institutional Structure

- “History”
- Culture
- Mission
- Scale
- Resources

Adapted from D. Richardson, P. Hawk & D. Nordquist: Structuring Your Office for Success, NCURA 57th Annual Meeting, 2015
Specific Factors Influencing the Institutional Structure

- Size and Location of Institution
- Volume of Research Operation
- Risk Tolerance of Superiors
- Devolution of Academic Management
- Evolution of Electronic Systems
- Etc

Source: NCURA 57th AM, 2015
Main Customers of RMO

- Investigator (Principal Investigator)
- Institution (& Compliance)
- Sponsor (Funding Agency)
- Regulatory Framework

adapted from NCURA 57th AM, 2015
The nomination process: “Original roles”

Some roles are automatically provisioned in the early stages of the Project ("original roles") as follows:

- The **proposal initiator in the proposal submission phase** will automatically be recognised by the Commission as the **Primary Coordinator Contact**.

- The **contact persons of the participating organisations** identified during **proposal submission** will become **Participant Contacts** at the beginning of negotiations.

- The **LEAR is validated by the Commission** during the validation process of his/her organisation.
The nomination process: LSIGN/FSIGN

2. The (Primary) Coordinator Contacts / Participant Contacts need to assign to their project as many LSIGNs/FSIGNs for their own organisation as needed.

The LSIGN and FSIGN now have their own access to the tools.
Stakeholders in EU & International Funding

S. McCarthy: The Profile of Successful Organisations in Horizon 2020, EARMA Conference 2017

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Levels of Support in H2020 & FP 9

‘Filling in the Forms’

Content

Part B
Evaluation Criteria?
Evaluation Process?
Profile of Evaluators?

Level 2 Support

Part A
New Rules?
New Forms?
New Procedures?

Level 1 Support

‘High Level Support’

Proposal Intelligence
Screening Proposals
Mentoring/Coaching

Level 4 Support

Streamlining Processes
- Templates
- Sample Proposals
- Guidelines
- Process Analysis

Level 3 Support

Future Excellence

Adapted from S. McCarthy: Getting Ready for Framework 9, EARMA Conference 2018
Conclusions & Discussion

- Every institution is unique

- No fit is all model for a Research Management Office available

- Successful RMO are tailormade

- Organizational structures have to be reviewed and revised from time to time
Useful links

EU R&I Participant Portal
http://ec.europa.eu/research/participants/portal/desktop/en/

European Association of Research Managers and Administrators (EARMA) www.earma.org

U.S. National Council of University Research Administrators (NCURA) www.ncura.edu

TU Wien www.tuwien.ac.at
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www.tuwien.ac.at/dle/eufs