

FLANDERS
MAKE

 **UCLouvain**

NCP FLANDERS

**HO
GENT**


**GHENT
UNIVERSITY**

BACKGROUND INFO

ON BE-ARMA & TARGET GROUP

23/3/2020

WHAT

BE-ARMA

ARMA = Association of Research Managers and
Administrators (= project managers)

BE, from Belgium

The BE-ARMA association does not exist today. The question is if you would like us to set it up.

INSPIRED BY EUPMAN AND EARMA

EUPMAN was the European Project Managers Association Netherlands.

They were so successful, that they developed into a professional organisation called [ARMA-NL](#).

[EARMA](#) is the European Association for Research Managers and Administrators.

EARMA is the umbrella organisation of ARMA-NL, DARMA, NARMA, ARMA, CARA, NCURA, etc.

TOGETHER, WE PROPOSE TO SET UP BE-ARMA

*We think it will be useful
to bring similar expertise together
to create a pool of expertise
around European Horizon project management,
to be able to help each other quickly,
based on experience.*

FOCUS ON HORIZON

HORIZON

BE ARMA will become the association by and for project managers of European projects in

- Horizon 2020 and
- Horizon Europe (start 01/01/2021 t.b.c.).

We will focus on Horizon, since critical mass exists at Belgium level. For other European programmes, that is not the case. Besides, these programmes have other rules.

FOR WHOM

FOR PROJECT MANAGERS

By project manager*, we mean a person that has the coordinator** role of a European project in Horizon 2020 or Horizon Europe. This person is responsible for

1. the communication between the partners and
2. the communication with the European Commission in the name of the consortium.

* This can be the formal co-ordinator, as mentioned in the GA, or his/her representative who executes points 1 and 2.

** if in the institute, for the time being, no Horizon projects coordinators are available then for the kick-off also Horizon project partners dealing with the reporting/administration can register

WORKING AT

Project managers of Horizon projects that would like to join BE-ARMA can work at one of the following Belgian organisations:

- a university
- a university of applied sciences
- a research institute
- an SME – *not for the kick-off*
- an industry – *not for the kick-off*

but not at

- a European association
- a consultancy office

BE-ARMA IS ALSO OPEN FOR

Belgium colleagues working at

- experienced Horizon 2020 project administrators as partners, EU Offices, NCP colleagues
- National Contact Points
- EU Offices

Both can learn from the needs of the project managers to continue developing their services.

BE-ARMA will allow NCP's legal/financial to better fulfil their role.

EU Offices will take care of the BE-ARMA administration (organise meetings, maintain the mailing list).

HOW

TOOLS

We would love to have a

- a content based mailing list,
- bi-annual meetings,
- a website and a logo.

MAILING LIST (1)

You encounter a typical issue regarding project management in your Horizon project and already checked with your EU Office?

Drop the question on to the BE-ARMA mailing list and wait for answers of your colleagues that already dealt with that or a similar problem.

Thank your colleagues for answering. Now everyone knows that you found the answers you needed.

MAILING LIST (2)

A colleague dropped a question on an issue regarding project management in your Horizon project.

If you have relevant experience, you answer that colleague via the mailing list.

THE MEETINGS

- Once you met someone, it is always easier to help that person out by e-mail.
- A speaker will be invited from outside (European Commission, National Contact Point, ...) to update your knowledge on European project management developments and exchange thoughts with.
- An abundance of networking moments during these meetings will be organised to speak to like-minded people.

WHY

WHY

- European project management is a profession.
- Specific services to project managers are limited.
- Sharing experience is very much valued in other countries.

WHEN

A KICK OFF PILOT MEETING

On 26/10/2020 in the afternoon, the kick off pilot meeting will take place in Brussels.

We would like to start small (= lesson learned).

Therefore, we are looking for project managers that we will

- explain the success of EUPMAN in the Netherlands and
- make a proposal for the set up of BE-ARMA.
- We would like to hear from them if they would like us (EU Offices) to set up BE-ARMA.
 - ❖ In case their answer is no, the BE-ARMA pilot stops there.

Colleagues from EU Offices and NCPs are welcome to join for this first pilot meeting.

WHO IS BEHIND THIS INITIATIVE

THE VOLUNTEERS

The volunteers behind this kick-off meeting are EU Offices of Belgian universities, university colleges and RTOs.

The organisers of the kick-off pilot meeting & members of the Steering Board are:

Name	Organisation
Amal AKHEYAR	UCL
Ann VAN HAUWAERT	NCP Flanders
Ger VAN DEN KERKHOF	Flanders Make
Karolien STEEN	HOGENT
Saskia VANDEN BROECK	UGent
Wendy SONNEVELD	UGent

Looking forward meeting you on the 26th of October!