

# Table of Services



heefs

## Higher Education European Funding Services

### A) Subscription Services

Service	Brief Description	Price	
		Subscriber	Non Subscriber
News Roundup	Summary of key points from monthly bulletin, e.g. <ul style="list-style-type: none"> <li>• EU Programme announcements – consultations; work programmes; calls for proposals</li> <li>• Announcement of HEEFS Briefings</li> <li>• Information about relevant events</li> <li>• Information about HEEFS publications and resources</li> <li>• HEEFS service updates</li> <li>• EU grant awards to UK HEIs</li> </ul>	Free	Free
6 monthly Executive Review	Summary of main stories relating to EU supported collaboration, highlighting successes in the UK HE Sector; identifying forthcoming timetables and opportunities; and explaining HEEFS services for strategic planning and management	Free	Free
Monthly Bulletin	A monthly e-mail newsletter sent to institutional contacts covering: <ul style="list-style-type: none"> <li>• EU Programme announcements:               <ul style="list-style-type: none"> <li>- work programme summaries identifying opportunities for HEIs;</li> <li>- detailed analysis and interpretation of calls for proposals, highlighting and explaining opportunities for HEIs</li> </ul> </li> <li>• Key learning hints and tips for HEI staff</li> <li>• Information about and analysis of selection results</li> <li>• Case studies</li> <li>• Best practice advice</li> <li>• HEEFS research findings</li> <li>• Answers to FAQs</li> </ul>	Included	N/A
Telephone, Email and Web Support	Telephone and email support – <ul style="list-style-type: none"> <li>• Responses to ad hoc request for advice and clarification</li> <li>• Acknowledgement normally within 3 working hours, response normally within 3 working days</li> </ul> Website support – <ul style="list-style-type: none"> <li>• EU Programme summaries</li> <li>• EU Programme information – calls, results, project examples, etc.</li> <li>• Presentations from HEEFS Briefings</li> <li>• HEEFS research findings</li> <li>• HEEFS publications and guidance notes</li> <li>• Case Studies and best practice advice</li> <li>• Shared learning and hints and tips</li> <li>• Answers to FAQs</li> </ul>	Included	N/A



## B) Additional Services

Service	Brief Description	Price	
		Subscriber	Non Subscriber
HEEFS Briefings	Presentations that explain EU grants for international collaboration: 1. EU Programme specific – detailed guidance about the opportunities, requirements and processes for a particular EU Programme 2. Subject area specific – information about EU funding opportunities for HEI collaboration in certain subject areas 3. HE sector policy area specific – information about EU funding programmes that support key policy areas	£100 / person	£200 / person
Seminars and Workshops	These are presentations provided at the request of individual institutions and are for to 20 members of staff. They can cover the content and/or application processes of specified EU Programmes and are tailored to meet the needs of the institution	£1400 / day	£1800 / day
Strategy Mapping	Identify and explain EU funding programmes that offer support for collaboration in areas key to Institutional strategies, plans and objectives	£1200	£1800
Opportunity Mapping	Identify and explain potential EU funding opportunities for specific project proposal	£600	£900
Project Proposal Review and Application Review	Proposal – before submission <ul style="list-style-type: none"> <li>• To advise on appropriateness for Programme and call</li> <li>• To advise on improvements to enhance prospects of success</li> </ul> Application – after submission <ul style="list-style-type: none"> <li>• To assess and highlight where improvements might be made for re-submission or for future applications</li> <li>•</li> </ul>	£350	£500
Full Application Support	Supporting HEIs in managing the project application <ul style="list-style-type: none"> <li>• Provide guidance notes and timetable</li> <li>• Provide templates for sections of the application</li> <li>• Provide technical advice e.g. how to draw up a budget; how to address the selection criteria etc.</li> <li>• Collect and collate information</li> <li>• Review, assess and critique proposal</li> </ul> Other support services <ul style="list-style-type: none"> <li>• Project management support for Programme requirements</li> <li>• Project evaluation</li> <li>•</li> </ul>	Priced per project	Priced per project