

ATHENA Grant & Support Office

Position paper

Content:

- I. Introduction
- II. Process & People
- III. Means & Tools
- IV. Incremental deployment of ATHENA Grant & Support Office
- V. Pilot timeline

I. INTRODUCTION

The ATHENA Grant and Support office (abbrev. AGSO) is aimed to boost the quality, size and external funding for the growing ATHENA Research and Innovation landscape.

AGSO is a joint effort of existing grant and support offices of ATHENA partners performing mutual activities to:

- (a) **Collect** and share information on EU and other grants of joint interest for ATHENA partners – targeted projects. In general, *joint interest* is identified when at least two ATHENA partners share their capacity, expertise, and interest to participate.
- (b) **Facilitate** the networking of the targeted projects
- (c) **Support** the writing of the proposal
- (d) **Register** the project of joint interest in the [ATHENA Shared Resources Directory](#) (SRD) – module F3 (ATHENA Joint Projects), including updating the status identification: (1) in preparation, (2) submitted, (3) approved for funding, (4) abandoned or not accepted for funding.

II. THE PROCESS AND PEOPLE

The activities listed above build the process of AGSO operation.

ATHENA follows the principle of minimal additional workforce burden for joint activities that are – in different intensity, organisation, and staff size - already covered at partner institutions.

Structures/individuals to be involved in AGSO operation are at different levels of participation*:

- (a) The executive level: to motivate and instruct/request the use of AGSO services.
- (b) The intermediate/coordination level: ARICs (ATHENA Research and Innovation Coordinators) to motivate and support the ATHENA-oriented approach.
- (c) **The operative level:** the existing workforce at similar offices of ATHENA partners (working title: “**AGSO agent**”); an individual or a team that takes responsibility for ATHENA partner’s (suggested email, e.g., AGSO@hmu.gr, AGSO@um.si and similar); it is highly recommended to establish an (annual) circulating chair within the agents.

*Exception: individuals from the executive level (a) should take the operative level in the case of overarching applications, e.g., new funding calls for European universities.

III. MEANS & TOOLS

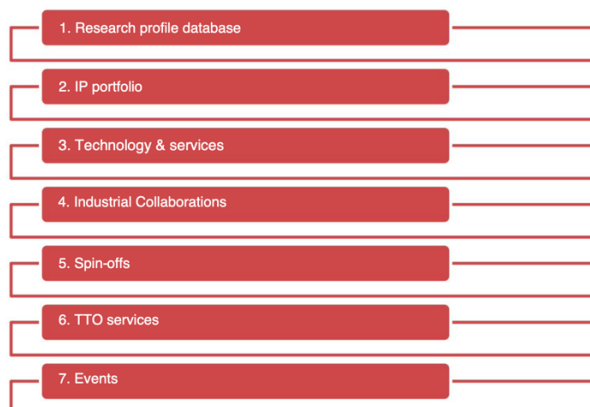
All ATHENA partners have local grant & support offices.

Comparative exchange of practices of individual offices can be performed at the initial meeting of AGSO agents. A **call for nomination** of AGSO agents should be performed by the Secretary-General and/or the WP4 leader.

The operation of AGSO should be supported by the **distributed platform** enabling (1) collecting and sharing information grants of joint interest, (2) initiating the facilitation and support for writing the proposals, (3) following the progress of proposal preparation and (4) registering the project of joint interest within ATHENA Shared Resources Directory (SRD).

Important note: the distributed platform should be implemented within existing ATHENA project platforms; one of the options is the (sub) webpage presented at the meeting on 16 June 2023 by Ignatiadis Panagiotis, HMU. However, it needs full (functional and visual) integration with the [ATHENA website](#) (WP5; cooperation and strong support of WP2 are needed). For the needs of ATHENA, the platform is to be provided in English.

For use in this position paper, the platform is identified as the **HMU TTO platform** (<https://ttoforth.gr/>), procured and maintained by HMU. The main functional fields of the HMU TTO platform are depicted below and should be selectively used for the needs of the ATHENA Grant & Support Office:



IV. INCREMENTAL DEPLOYMENT of ATHENA Grant & Support Office

Three dimensions of the incremental approach:

1. Incremental participation of ATHENA partners
(AGSO agents to be nominated among those available for active participation and interest)
2. Incremental identification of grants and the support
(identification of grants of interest; limited focus is advised; feasibility is an important criterion)
3. Incremental pilot use of the HMU TTO platform by all involved ATHENA partners
(<https://ttoforth.gr/>; to be available in English; coordination of the use: HMU)

V. PILOT TIMELINE

First: Identification of participating ATHENA partners and nomination of AGSO agents: 10 July 2023 [TBD]
(call by ATHENA Secretary-General and WP4 leader).

Second: Initial (online) meeting of AGSO agents; chair nomination, work breakdown and goal setting:
before 15. July 2023 [TBD].

The content of this document concurs with ATHENA WP4 Task 2.1. Joint R&D projects.

History of this document:

16. 06. 2023: Initial telco Meeting (set-up by Kostas and Panagiotis; note in email: 19. 06. 2023 at 9:42)

20. 06. 2023: first discussion of the ATHENA Grant and Support Office Position paper (József Györkös-Panagiotis);

22. 06. 2023: updated draft 2 (WP4 Team)

05. 07. 2023: position paper v 1.0 delivered to ATHENA secretary general

Expected: End of June/first half of July 2023: discussion and agreement with partners on the concept and the future activities

Expected: Autumn 2023: incremental building of AGSO and full operation