

# TERMS OF REFERENCE – PART A

## 1 BACKGROUND INFORMATION

Nigeria is the largest economy in Africa <sup>2,3</sup>, with an overall population of over 200 million, featuring 259 Universities hosting more than 1.95 million full-time undergraduate students in 2022, with natural and social sciences being the most common topics/ disciplines chosen. Headquartered in Abuja and with several campuses across Nigeria, the National Open University of Nigeria is the largest university in the country by number of students, with five hundred and sixty-five thousand (565,000) enrolled in 2019. It is also the largest open and distance-learning institute in the whole of Africa.

However, despite the numbers and the tradition of academic institutions in Nigeria, Nigerian participation in Horizon 2020 (H2020), the EU's Framework Programme for Research and Innovation, has been very limited, with only 30 participants (0.02% of the total) recorded over the seven years of H2020 implementation<sup>1</sup>. Also in Horizon Europe (HE), the current EU research framework programme from 2021 to 2027, it is evident that Nigeria is lagging behind compared to other countries in the region with only 28 participants having so far applied.

It is evident that Nigeria could benefit much more from Research and Innovation (R&I) investments to support the diversification of its economy, its advancement towards a knowledge economy and overall, to accelerate its sustainable development.

R&I cooperation between the EU and Nigeria was identified in the EU-Nigeria Ministerial roadmap of 18 November 2020 (since updated in January 2022) as one of the priorities for enhancing and deepening the overall cooperation between both sides. Accordingly, the roadmap identified a number of activities to be designed to improve the current level of R&I cooperation with the ultimate goal to significantly enhance participation of Nigerian academics and researchers in Horizon Europe (HE).

Horizon Europe, along with Erasmus+ - the EU flagship programme in support to education, are providing funding opportunities for Nigerian researchers and students to participate in European research and innovation projects and academic exchanges. In order to facilitate access to these opportunities, the European Commission has established a network of National Contact Points (NCPs): people nominated by the national authorities to provide free assistance and impartial advice to potential Horizon Europe applicants in their countries. The purpose of this contract is to establish and operate the NCP network for HE and Erasmus+ in Nigeria.

---

<sup>1</sup> <https://webgate.ec.europa.eu/dashboard/sense/app/a976d168-2023-41d8-acece77640154726/sheet/0c8af38b-b73c-4da2-ba41-73ea34ab7ac4/state/analysis>

<sup>2</sup> <https://www.state.gov/u-s-relations-with-nigeria/>

<sup>3</sup> <https://nairametrics.com/2023/07/21/nigeria-maintains-largest-african-economy-for-fifth-year-in-a-row-as-egypt-catches-up/>

## 2 OBJECTIVE, PURPOSE & EXPECTED RESULTS

### ➤ Global objective

This project aims to kick-start the establishment of a Nigerian National Contact Point (NCP) in the context of the EU's research and education programmes HE and Erasmus+. In accordance with the minimum standards and guiding principles for setting-up systems of NCPs under Horizon Europe<sup>2</sup>, a Nigerian NCP should:

- Be established, operated and financed under the Tertiary Education Trust Fund (TETFUND) in collaboration with the Nigerian Federal Ministry of Education and the Nigerian Federal Ministry of Science, Technology and Innovation, which will ensure compliance with the aforementioned minimum standards and guiding principles, including sufficient administrative capacity and performance monitoring;
- Be supported within its host organisation or by the national authority in terms of staff and equipment (e.g., IT) to a level commensurate with the scope of the mandate, and the size of the potential constituency. In this regard, TETFUND has taken an active role in unifying the views of both ministries and has a track record with the administration of the National Research Fund (NRF) programme for Nigeria. TETFUND has already appointed the different thematic NCPs and will host the website of the NCP network.

### ➤ Specific objective(s)<sup>3</sup>

In order for the Nigerian NCP network to become operational, this support project should aim to:

- Provide an overview of the Nigerian Research & Innovation (R&I) system and all stakeholders and institutions involved. This will require among others to coordinate information gathering and consolidation of a fully comprehensive database with all State Governments and/or leading R&I institutions in the 36 States of the Federal Republic of Nigeria and the Federal Capital Territory.

Facilitate the elaboration, setting-up, and maintenance of a comprehensive database of public and private academic R&I institutions located in Nigeria. This would include the constant scoping of ongoing national (e.g., State and Federal) R&I programmes, stakeholders and infrastructures; to identify and leverage potential

---

<sup>3</sup>Minimum standards and Guiding principles for setting up systems of National Contact Points (NCP systems) under Horizon Europe, <https://www.horizoneuropencpportal.eu/ncp-corner/minimumstandards-and-guiding-principles-setting-systems-ncps>

<sup>4</sup> The global and specific objectives shall clarify that all EU funded actions must promote the crosscutting objectives of the EC: environment and climate change, rights based approach, persons with disability, indigenous peoples and gender equality.

synergies with HE and related or interconnected initiatives (e.g. future joint AU-EU Innovation Agenda).

- Develop a Horizon Europe and ERASMUS+ dedicated web portal, building on possibly existing national platforms as appropriate and making reference to the programmes official websites. The portal should include a link to EURAXESS<sup>4</sup>, to facilitate mobility opportunities. The portal will include relevant EU visual identity like EU logo, essential references, and clear links to all the relevant national support services (which may themselves be subject to distinct web sites). The applicants should consult the EU latest guidance on “Communicating and raising EU visibility”<sup>7</sup> : The portal will provide a single entry point for all participants and stakeholders, including SMEs and other businesses, and particularly those new to EU programmes.
- Provision of training to the recently nominated thematic NCPs for Horizon Europe. The aim is to ensure the NCP Network acts as multiplier/disseminator of information about HE, which should include the following;
  - i) General knowledge of Horizon Europe and its rules, principles and procedures;
  - ii) Handling of available online tools and databases provided through the European Commission
  - iii) Provision of information about calls for proposals under HE to potential applicants;
  - iv) Provision of regular updates concerning HE to the R&I community within the country.
- Facilitate the initial organisation and operation of the Nigerian NCP network, provide coordination and trainings and help ensure liaison with existing thematic NCP networks, and compliance with the minimum standards and guiding principles of NCPs.
- Organise several workshops (at least 10) on how to write a proposal for Horizon Europe topics, in particular those covered by the Horizon Europe Africa initiative II. Targeting the topics with achievable deadlines. i.e.; research topics or areas that should be completed within the stipulated time and don't run the risk of elongating beyond approved implementation period
- Organise HE National Info-days (physical and/or virtual) and matchmaking activities between Nigerian R&I institutions and potential EU partners in collaboration with EU member states representations in the country.
- Increase the participation of Nigerian academics and researchers in Horizon Europe and Erasmus+ through the provision of trainings and regular updates.

---

<sup>5</sup> EURAXESS is a platform for researchers, entrepreneurs, universities and businesses to interact with each other. EURAXESS covers mobility-related topics for researchers and entrepreneurs, and allows universities and businesses to find the right talent, projects and funding. <https://euraxess.ec.europa.eu/useful-information>

## ➤ Requested services, including suggested methodology<sup>5</sup>

The invited Contractors are asked to develop a methodology corresponding to the objectives and results described in these Terms of Reference. Contractors should propose assessments and analytical methodologies that will be used during the project implementation as part of their offer, which will be assessed during the evaluation of the offers. The methodology might be further adapted during the inception phase.

The assignment will require:

- Desk research.
- Interviews with key stakeholders (EU Delegation, EU Member States representations, TETFUND, Nigerian NCP network members, other NCP Networks supporting projects).
- Organisation of physical workshops, trainings and other events and when needed through online platforms.

Expected results are as follows:

### Result 1:

**Conduct a comprehensive analysis of the challenges and barriers** faced by Nigerian researchers and academics in accessing and participating in Horizon Europe and Erasmus+ programs, and develop tailored solutions to address these challenges. This could involve identifying and addressing issues related to capacity building, infrastructure, funding, administrative procedures, and other factors that may impede participation, in order to maximize the impact of these programs and promote sustainable research and innovation partnerships between Nigeria and the EU.

### Result 2:

**Provide a fully comprehensive database for the coordination of information including Institutional Contact Points:** the database of all stakeholders and institutions involved in the Nigerian R&I system.

This database should include NCPs at all State Governments and/or leading R&I institutions level in the 36 States of the Federal Republic of Nigeria, including FCT. This should be developed with inputs from the already established thematic NCP networks. This database will help to identify Institutional Contact Points. Institutional Contact Points are meant to be Horizon Europe and Erasmus + focal points in their institutions.

They will ensure the correct dissemination of information received from the NCP network to their respective institutions. They will establish close relationships with

---

<sup>6</sup> Contractors should describe how the action will contribute to the all cross cutting issues mentioned above and notably to the gender equality and the empowerment of women. This will include the communication action messages, materials and management structures.

<sup>7</sup>. [https://international-partnerships.ec.europa.eu/system/files/2023-04/communicating-and-raising-eu-visibility-guidance-for-external-actions-july-2022\\_en\\_0.pdf](https://international-partnerships.ec.europa.eu/system/files/2023-04/communicating-and-raising-eu-visibility-guidance-for-external-actions-july-2022_en_0.pdf)

applicants in their institutions and should be able to facilitate the organisation of workshops in their institutions when needed such as (providing a venue and infrastructure, gathering the needs in terms of training).

These institutions should include federal government research, science and innovation agencies. For example, National Agency for Science and Engineering Infrastructure (NASeni), Nigerian Institute of Medical Research (NIMR), National Space Research and Development Agency (NASRDA), National Biotechnology Development Agency (NABDA), National Centre for Agricultural Mechanization (NCAM) and Federal Institute of Industrial Research, Oshodi (FIRO).

### **Result 3:**

**Develop a dedicated web platform:** development of a web platform for the Nigerian National Contact Point (NCP) network for Horizon Europe and Erasmus+ programmes. The web platform should include essential references, and clear links to all the relevant national support services such as other national MDAs responsible for research and education in the country, providing a single entry point for all participants and stakeholders, including SMEs and other businesses. Highlighting, in particular, Nigerian entities participating to ongoing or past Horizon Europe/Horizon 2020 projects. For that purpose, the platform should link with existing available portals (i.e. Funding & Tender, CORDIS, Horizon Europe NCP network Portal, etc.). The website should include elements from the other expected results (access to database, stakeholder analysis and training material).

### **Result 4:**

**Training for the NCPs:** The provision of training to the recently nominated thematic NCPs for Horizon Europe as well as NCPs at institutional level. This training should aim at ensuring that the NCPs act as a multiplier and disseminator of information about Horizon Europe. The training should also help participants get familiar with rules and procedures, available online tools and databases provided through DG RTD, provision of information about calls for proposals under Horizon Europe to potential applicants, and provision of regular updates concerning Horizon Europe to the R&I community within the country.

### **Result 5:**

**Organisation and operation of the Nigerian NCPs network:** in collaboration with the national NCP Coordinator, work with national authority (TETUND) in the initial organisation and operation of the Nigerian NCPs network, providing coordination and training where necessary, and helping to ensure liaison with existing thematic NCP networks, and compliance with the minimum standards and guiding principles.

### **Result 6:**

**Workshops on writing proposals:** the organisation of several workshops (at least 16) within the three years of the project on how to write proposals for Horizon Europe topics, in particular those covered by the Horizon Europe Africa initiative II<sup>6</sup>. These workshops should target topics with achievable deadlines, to help increase the participation of Nigerian academics and researchers in the Horizon Europe programme. An initial set of participants has been identified by TETFUND that should be used as a starting point.

---

<sup>6</sup>[https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/wp-call/2023-2024/wp-1-general-introduction\\_horizon-2023-2024\\_en.pdf](https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/wp-call/2023-2024/wp-1-general-introduction_horizon-2023-2024_en.pdf)

It can be useful to determine which universities/institutions have facilities that can accommodate workshops. The size of the venue, the availability of necessary equipment, and the potential audience size should be considered. For that purpose, there should be synergies between the Institutional Contact Points, and the thematic National contact point. The contractor is encouraged to liaise with EU and its Member States representations in Abuja in order to identify, European researchers and/or Horizon Europe grantees willing to complement the workshop through online participation.

When selecting topics for training workshops for Nigerian applicants, it is important to consider the cut-off date of the various call for proposals under HE and particularly those that will close under the second African initiative. In particular, it is important to consider the areas where Nigeria has a competitive advantage, as well as the country's development priorities. Subject to prior check with TETFUND, some potential topic areas that may be relevant for Nigerian applicants may include (but not limited to):

1. Agriculture and food security: Nigeria has a large agricultural sector and is a major producer of crops such as cocoa, cassava, and yams. There may be opportunities to develop research projects and collaborations related to improving crop yields, increasing food security, and developing value-added products from agricultural commodities.
2. Renewable energy: Nigeria is a major oil producer, but there is also significant potential for renewable energy development in the country. Topics related to solar, wind, and bioenergy could be relevant for training workshops.
3. Health and biomedical research: Nigeria faces significant health challenges related to infectious diseases, maternal and child health, communicable and non-communicable diseases such as diabetes and hypertension. Research projects related to these areas could be developed in collaboration with Nigerian universities/research institutions e.g., NIMR. The application of emerging e-health/digital technologies to enhance reaching more vulnerable rural communities should also be of interest.
4. Water resource management: Nigeria faces water resource management challenges, including access to clean water and flooding. There may be opportunities to develop research projects related to water resource management and conservation, including wastewater management.
5. Information and communication technology (ICT)/ Digital services: Nigeria has a large and growing ICT sector, with opportunities for research and development in areas such as cybersecurity, e-commerce, agri-tech, e-health, and data and data analytics.
6. Space: There are various areas within the space sector that could be of interest, such as, Earth observation, satellite technology, space science, space policy and governance. In recent years, Nigeria has launched its own satellites and established a national space agency, the National Space Research and Development Agency (NASRDA), which could be a potential partner for collaboration and capacity building activities. Therefore, training workshops on space-related topics could also be valuable for Nigerian universities and researchers.

These are just a few examples of potential topic areas for training workshops in Nigerian universities. Ultimately, the topics selected should be based on a careful assessment of Nigeria's needs and priorities, as well as the expertise and research interests of the universities involved.

**Result 7:**

**Organise Info-days and Matchmaking activities:** the organisation of Info-days and matchmaking activities between Nigerian R&I institutions and potential EU partners in collaboration with EU member states in the country. These activities should be designed to help increase participation of Nigerian academics and researchers in the Horizon Europe programme. This will help identify and leverage potential synergies with Horizon Europe as well as related or interconnected initiatives, such as the future joint AU-EU Innovation Agenda.

**Result 8:**

**Work with EUD communication and visibility contractor to develop a targeted communication and outreach strategy** to raise awareness and promote the benefits of Horizon Europe and Erasmus+ programs to Nigerian researchers, academics, and students. This strategy could involve leveraging existing networks, partnerships, and collaborations, as well as creating new ones, to reach a wide audience and generate interest in participating in these programs.

➤ **Required outputs**

- Horizon Europe and Erasmus+ dedicated web portal, building on existing national platforms as appropriate, the platform will be hosted by TETFUND
- Comprehensive database of public and private academic research and innovation institutions located in Nigeria
- Operational Nigerian NCP network in compliance with minimum standards and guiding principles.
- Workshops on proposal writing for Horizon Europe Africa Initiative 2 and other relevant Horizon Europe topics.
- Info-days to disseminate relevant calls and matchmaking events to facilitate research collaboration between Nigerian and European researchers

➤ **Language of the Specific Contract:**  
English

➤ **Management team member presence required for briefing and/or debriefing**

There will be a Project Manager from the EU Delegation, who will exercise overall supervision of the contract. The contractor is expected to participate in meetings with the Cooperation section upon request throughout the assignment.

### 3 LOGISTICS AND TIMING

Please refer to Part B of the Terms of Reference.

### 4 REQUIREMENTS

#### 1. Project Coordinator -Category 1

##### **General description of the position:**

The Project Coordinator and Research & Innovation Expert will be responsible for managing and coordinating the overall project, ensuring timely delivery, budget adherence, and quality standards. They will also provide technical expertise in research and innovation, with a specific focus on Horizon Europe and Erasmus+ programs.

##### **Additional information**

This position requires strong communication and interpersonal skills to engage and build effective relationships with stakeholders. It also involves managing teams of experts and establishing a National Contact Point (NCP) network in other countries.

##### **Qualifications and skills required**

- A Master's degree in a relevant field, such as project management, international development, or any relevant field of research and innovation.
- Strong communication and interpersonal skills.
- Excellent project management and coordination abilities.
- Familiarity with Horizon Europe and Erasmus+ programs.
- Grant proposal writing and budget management skills.

##### **General professional experience**

- At least 10 years of experience managing large-scale international development projects, including EU-funded projects.
- Experience in managing teams of experts and ensuring high-quality outputs.

##### **Specific professional experience**

- Proven experience in research and innovation, including designing and implementing international projects.
- Knowledge of project management requirements for Horizon Europe and Erasmus+ programs.
- Experience in establishing and managing NCP networks will be an asset

#### 2. Capacity Building Expert – Category 1

##### **General description of the position**

The Capacity Building Expert will be responsible for designing and delivering training and capacity-building activities for Nigerian researchers and academics, focusing on Horizon Europe and Erasmus+ programs.

He/she will develop engaging and effective training materials and address the challenges and opportunities within the Nigerian research and innovation landscape. He/she will organize the matchmaking event and he/she will identify Non-Key experts who will provide the training in other locations.



### **Additional information**

This position requires strong facilitation and training delivery skills, as well as knowledge of the Nigerian research and innovation context. The expert will work closely with diverse audiences, including researchers, educators, and policymakers.

### **Qualifications and skills required**

- A Master's degree in a relevant field, such as education, training, or international development.
- Strong facilitation and training delivery skills.
- Familiarity with Horizon Europe and Erasmus+ programs.
- Knowledge of the Nigerian research and innovation landscape.

### **General professional experience**

- At least 10 years of experience in designing and delivering training and capacity-building activities, including EU-funded programs.

### **Specific professional experience**

- Proven track record of developing and implementing successful capacity building programs for diverse audiences.
- Experience in monitoring and evaluating the effectiveness of capacity-building initiatives.
- Familiarity with adult learning principles and methodologies.

NB: Expert's involvement is subject to the approval of the Beneficiary country.

## **5 REPORTS**

No paper copies are required.

For all other matters relating to reports/deliverables, Please refer to Part B of the Terms of Reference.

## **6 MONITORING AND EVALUATION**

### **➤ Definition of indicators**

1. Number of workshops conducted: The number of workshops conducted by the appointed experts should be measured against the target number of workshops outlined in the project plan.
2. Number of participants attending workshops: The success of the appointed experts in teaching most Nigerian universities could be measured by the number of participants attending the workshops.
3. Feedback from participants: Feedback from participants who attended the workshops will be collected to assess the quality of the training provided by the appointed experts. This feedback could be used to improve the training materials and delivery methods for future workshops.

4. Number of proposals submitted: The success of the appointed experts in facilitating the submission of proposals to Horizon Europe could be measured by the number of proposals submitted by Nigerian researchers and academics institutions before and after the workshops.
5. Increase participation in Horizon Europe: The success of the appointed experts in enhancing the level of R&I cooperation between Nigeria and the EU could be measured by the increase in the number of Nigerian academics and researchers participating in Horizon Europe.
6. Completion of the comprehensive database of R&I institutions: The success of the appointed experts could be measured by the completion of the comprehensive database of public and private academic R&I institutions located in Nigeria.

## **7. PRACTICAL INFORMATION**

Please address any request for clarification and other communication to the following address: [delegation-nigeria@eeas.europa.eu](mailto:delegation-nigeria@eeas.europa.eu)

\* \* \*

## **TERMS OF REFERENCE – PART B**

### **BACKGROUND INFORMATION**

#### **1. Benefitting Zone**

Nigeria

#### **2. Contracting authority**

The European Union, represented by the European Commission, B-1049 Brussels, Belgium.

#### **3. Contract language**

English

### **LOCATION AND DURATION**

#### **4. Location**

- **1. Project Coordinator:**
  - Normal place of posting of the specific assignment: Home based and Nigeria
  - Mission(s) outside the normal place of posting and duration(s): Typical several 2 days missions in Nigeria at selected locations (mostly universities and research centres). The timing and locations of the missions will be identified during the implementation of the project
- **Capacity Building Expert:**
  - Normal place of posting of the specific assignment: Home based and Nigeria
  - Mission(s) outside the normal place of posting and duration(s): Typical 2- days mission in Nigeria at selected locations (mostly universities and research centres). The timing and locations of the missions will be identified during the implementation of the project
- 

#### **5. Start date and period of implementation**

The indicative start date is 06/11/2023 and the period of implementation of the contract will be 913 Day(s) from this date (indicative end date: 06/05/2026).

### **REQUIREMENTS**

#### **6. Expertise**

For this assignment, one individual expert must be proposed for each position.

The expertise required for the implementation of the specific contract is detailed below.

- **1. Project Coordinator:**

- General description of the position: The Project Coordinator and Research & Innovation

Expert will be responsible for managing and coordinating the overall project, ensuring timely delivery, budget adherence, and quality standards. They will also provide technical expertise in research and innovation, with a specific focus on Horizon Europe and Erasmus+ programs.

- Expert category: Cat. I (>12 years of experience)
- Qualifications and skills required: A Master's degree in a relevant field, such as project management, international development, or research and innovation. Strong communication and interpersonal skills. Excellent project management and coordination abilities. Familiarity with Horizon Europe and Erasmus+ programs. Grant proposal writing and budget management skills.
- General professional experience: At least 10 years of experience managing largescale international development projects, including EU-funded projects. Experience in managing teams of experts and ensuring high-quality outputs.
- Specific professional experience: Proven experience in research and innovation, including designing and implementing international projects. Knowledge of project management requirements for Horizon Europe and Erasmus+ programs. Experience in establishing and managing NCP networks.
- Language skills: English
- Minimum number of working days: **100** days
- Additional information: This position requires strong communication and interpersonal skills to engage and build effective relationships with stakeholders. It also involves managing teams of experts and establishing a National Contact Point (NCP) network in other countries.

- **Capacity Building Expert:**

- General description of the position: The Capacity Building Expert will be responsible for designing and delivering training and capacity-building activities for Nigerian researchers and academics, focusing on Horizon Europe and Erasmus+ programs. He/she will develop engaging and effective training materials and address the challenges and opportunities within the Nigerian research and innovation landscape. He/she will organize the matchmaking event and he/she will identify Non-Key experts who will provide the training in other locations.
- Expert category: Cat. I (>12 years of experience)
- Qualifications and skills required: A Master's degree in a relevant field, such as education, training, or international development. Strong facilitation and training

delivery skills. Familiarity with Horizon Europe and Erasmus+ programs. Knowledge of the Nigerian research and innovation landscape.

- General professional experience: At least 10 years of experience in designing and delivering training and capacity-building activities, including EU-funded programs.
- Specific professional experience: Proven track record of developing and implementing successful capacity-building programs for diverse audiences. Experience in monitoring and evaluating the effectiveness of capacity-building initiatives. Familiarity with adult learning principles and methodologies.
- Language skills: English
- Minimum number of working days: **100** days
- Additional information: This position requires strong facilitation and training delivery skills, as well as knowledge of the Nigerian research and innovation context. The expert will work closely with diverse audiences, including researchers, educators, and policymakers.

#### **7. Incidental expenditure**

82,900 euros

#### **8. Lump sums**

41,300 euros

#### **9. Expenditure verification**

10,500 euros

#### **10. Other items defined by Contracting Authority**

No other items provided for in this contract.

# REPORTS AND DELIVERABLES

## 11. Reports and deliverables requirements

Title	Content	Language	Submission timing or deadline
Comprehensive analysis report:	A report analysing the challenges and barriers faced by Nigerian researchers and academics in accessing and participating in Horizon Europe and Erasmus+ programs. Tailored solutions to address these challenges, including recommendations for capacity building, infrastructure improvement, funding mechanisms, administrative	English	Within 2 Month(s) After the project start

Title	Content	Language	Submission timing or deadline
	procedures, and other factors that may hinder participation.		

Database development:	<p>A fully comprehensive database of stakeholders and institutions involved in the Nigerian research and innovation (R&amp;I) system. Inclusion of all State Governments and leading R&amp;I institutions in the 36 States of the Federal Republic of Nigeria, including the Federal Capital Territory. Collaboration with the already established thematic National Contact Point (NCP) networks to gather input for the database. Identification of Institutional Contact Points within the database who will serve as focal points for Horizon Europe and Erasmus + within their respective institutions.</p>	English	Within 5 Month(s) After the project start date
Web portal	<p>Development/update of a dedicated web portal for the Nigerian National Contact Point (NCP) for Horizon Europe and Erasmus + programs. The core of the website will be developed by TETfund, the team is expected to review it, update it and ensure EU</p>	English	Within 12 Month(s) After the project start date
<b>Title</b>	<b>Content</b>	<b>Language</b>	<b>Submission timing or deadline</b>

	visibility. Inclusion of relevant EU visual identity, essential references, and clear links to all relevant national support services. Integration of elements from other expected results, such as access to the database, stakeholder analysis, training material, etc.		
Training program for NCPs:	Provision of training sessions to the recently nominated NCPs for Horizon Europe. Training should cover the rules, principles, and procedures of Horizon Europe, handling of available online tools and databases, providing information about calls for proposals, and regular updates about Horizon Europe to the R&I community in Nigeria.	English	Within 4 Month(s) After the project start date
Organization and operation of the Nigerian NCPs:	Support and coordination for the initial organization and operation of the Nigerian NCP. Assistance in ensuring compliance with the minimum standards and guiding principles of NCPs. Liaison with existing thematic NCP networks to facilitate collaboration and knowledge sharing.	English	Within 8Month(s) After the project start date
Workshops on proposal writing:	Organization of at least 16 workshops	English	Within 12 Month(s)



			After the project start date
<b>Title</b>	<b>Content</b>	<b>Language</b>	<b>Submission timing or deadline</b>
	<p>on how to write proposals for Horizon Europe topics. Focus on topics covered by the Horizon Europe Africa Initiative II. Identification of suitable venues and coordination with Institutional Contact Points for workshop logistics. Collaboration with EU and its Member States representations to identify European researchers and Horizon Europe grantees willing to participate online. Given the cut-off date of the Africa Initiative II, it is important to conduct some of the workshops as soon as possible (the one targeting Africa Initiative II) while organizing others at a later stage.</p>		

Organisation of Info-days and matchmaking activities.	Organization of Horizon Europe National Info-days, both physical and/or virtual. Facilitation of matchmaking activities between Nigerian R&I institutions and potential EU partners. Collaboration with EU member states in Nigeria to ensure effective participation.	English	Within 24 Month(s) After the project start date
Communication and outreach strategy:		English	Within 12 Month(s) After the project start date

<b>Title</b>	<b>Content</b>	<b>Language</b>	<b>Submission timing or deadline</b>
	Work with EUD communication and visibility contractor to develop a targeted communication and outreach strategy. Raise awareness and promote the benefits of Horizon Europe and Erasmus+ programs to Nigerian researchers, academics, and students. This strategy could involve leveraging existing networks, partnerships, and collaborations, as well as creating new ones, to reach a wide audience and generate interest in participating in these programs		