



Deliverable 2.1

Training calendar



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Author(s)	Darius Milčius, Eglė Gerulaitienė, Gintarė Visockytė
Contact e-mail(s)	darius.milcius@vdu.lt, egle.gerulaitiene@vdu.lt, gintare.visockyte1@vdu.lt
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List of Abbreviations

Acronym	Definition
CET	Central European Time
CTNC	Centro tecnológico Nacional de la Conserva
D	Deliverable
EU	European Union
F2F	Face-to-Face
GEP	Gender Equality Plan
GDPR	General Data Protection Regulation
LIPOR	Municipalities Association for Sustainable Waste Management of Greater Porto
PCA	Fundación Parque Científico de Alicante
M#	Month
NA	Non-Academic
NANDO	UAB “Nando”
R&I	Research and Innovation
SU	Sofia University St Kliment Ohridski
tbd	to be determined
UA	University of Alicante
UCP	Universidade Católica Portuguesa
UP	University of Primorska
USAAR	Saarland University
USiL	University of Silesia in Katowice
VMU	Vytautas Magnus University
WP	Work package

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Figure 1. Training Calendar (color code: F2F – blue square, online - green square, hybrid - grey square, red square – to be decided, and Summer School – orange square; training “blocks” - red vertical lines). 8

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Executive Summary

The LETSGROW: Bridging Academia and Industry for Sustainable Agri-Food Solutions project aims to strengthen the European agri-food sector by fostering talent mobility, policy development, and a robust training program that bridges academic and non-academic sectors.

Training focuses on equipping R&I talents with the evolving competencies of both sectors, thus promoting interoperable careers. LETSGROW addresses current gaps by building up talents' skills as well as the institutional competence to support talents and their careers, offering a set of 37 training activities. Mobilities complement the training, preparing R&I talents to work across sectors and encouraging future collaborations and career recognition, and consequently mobility. The project's mission is to equip R&I talents with critical interdisciplinary, transversal, and deep tech skills needed to address challenges such as food security, climate change, and sustainability.

Deliverable D2.1, Training Calendar, outlines the full training program under WP2, which consists of 37 activities, including 21 online courses, 13 face-to-face (F2F) sessions, and 3 summer schools. The training is designed to be flexible, competency-based, and aligned with the ResearchComp Framework¹ and ERA Policy Agenda², promoting career interoperability. The schedule ensures a balanced distribution of online and in-person opportunities over the project timeline, maximising accessibility for mobility-selected talents while opening opportunities for consortium staff and external stakeholders. WP2 outputs will not only enhance the skills of individual talents but also contribute to institutional capacity building, fostering cross-sector collaboration and informing policy development.

¹ https://research-and-innovation.ec.europa.eu/jobs-research/researchcomp-european-competence-framework-researchers_en

² https://op.europa.eu/en/publication-detail/-/publication/4bc445a1-3784-11f0-8a44-01aa75ed71a1/language-en;https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CONSIL%3AST_8469_2025_INIT

1. Introduction

Deliverable 2.1 presents the training calendar (Figure 1) developed under Work Package 2 (WP2) - Cross-Sectoral Training Development of the LETSGROW project. This document sets out the schedule and organization of 37 training activities, designed to strengthen the competencies of R&I talents and foster effective collaboration between academic and non-academic sectors. The calendar is a cornerstone of the project's training pillar, ensuring that courses are delivered systematically throughout the project's lifetime (2025–2029). Moreover, the training program and calendar aims to empower in particular talents in mobility and are thus aligned with the evolving needs of both talents in mobility as well as general participants. It is a living document, reviewed annually and updated based on project partners' feedback, training evaluations, and developments in EU research and innovation policy.

The primary objective of WP2 is to build a robust training program that equips participants with the knowledge, skills, and transversal competencies required to tackle the grand challenges of the agri-food sector and the increasing need for career interoperability. The calendar (Figure 1) comprises a total of 37 courses reflecting a balanced mix of online and face-to-face (F2F) training formats, including 21 online courses, 13 F2F training sessions, and 3 intensive summer schools (SS). In 2025, the program begins with courses on “Design Thinking” and “Innovative mentoring for Early Career Stage Researchers”, thus providing essential basic concepts to those who will undergo mobility, as well as the broader researcher's community. The SS, in an F2F format, are scheduled to take place once per year, between 2026-2028, and will combine lectures, case studies, and hands-on workshops.

The development and delivery of training sessions involved the full consortium, comprised of 11 leading academic and non-academic (NA) partners (Table 1). Academic partners include Universidade Católica Portuguesa (UCP – coordinator), Vytautas Magnus University (VMU), Saarland University (USAAR), University of Silesia in Katowice (USiL), University of Primorska (UP), Sofia University St Kliment Ohridski (SU), while NA include LIPOR – Municipalities Association for Sustainable Waste Management of Greater Porto, CTNC – Centro tecnológico Nacional de la Conserva, PCA – Fundación Parque Científico de Alicante, and NANDO – UAB "Nando". Each partner is responsible for developing and leading training in their area of expertise, ensuring diversity of content and practical relevance. This global approach guarantees that the program integrates the best practices of different sectors and provides a unique cross-learning environment for participants.

The training development program is divided into 7 categories (Figure 1). The training topics cover a wide spectrum of critical thematic areas for research and innovation interoperability: **Enterprise skills** (e.g., Intellectual Property Rights (IPR), entrepreneurship for scientists, business plan development, value proposition design, investor readiness, legal essentials), **Communication** (science communication, social media communication), **Research management** (advanced proposal writing for EU collaborative projects, project management, education to Open Science, gender equality and inclusivity in GE Plans), **Working with the NA sector** (key resources and partners, venture client model, green public procurement, mediation and conflict management, building links with NA entities, closing the gap between industry and academia), **Cognitive and transversal skills** (design thinking, innovative mentoring for early career researchers, soft skills), **Digital skills** (software licensing, open access publication, ethics of research data use, data stewardship), **Sustainability** (sustainable food systems, zero waste, valorisation of secondary food streams, natural ingredient applications, clean label production, wastewater treatment), and **Scientific & Deep-tech training** (biotechnology in agri-food, AI applications, rapid prototyping). The

program also includes **3 SS** dedicated to Sustainable Innovation Management, Agrifood By-products, and Tools for Sustainable Management. This structure ensures participants first acquire foundational knowledge online, followed by specialized F2F sessions and SS that foster peer learning, cross-sector collaboration, and practical application of skills.

The training program is organized into three consecutive time blocks, ensuring both flexibility and structured progression throughout the project. The first block covers the period from M6 to M17, the second from M18 to M28, and the third and final block from M29 to M48. This phased approach enables the consortium to regularly review and, if necessary, adjust the schedule in alignment with the project's evolving needs. Furthermore, a dedicated internal online calendar will be made accessible to all partners and continuously updated, thereby facilitating timely planning, coordination, and transparency across the consortium.

A crucial step to increase the added value of the LETSGROW training program is to provide and calendar with sufficient time to allow efficient planning by providers and participants, but importantly to be designed in tandem with the mobility plan in WP3 – to maximise the potential capability for talents under mobility and the Mentors to generate impact in the Talents' career plans. Thus, the consortium agreed that the training and the mobility calendars will be synchronised into 3 major periods: first covering M6-M17, the second M18-M28, and the third and last one from M29-M48. In this calendar, training is thus divided into three time-blocks, allowing the consortium to revise/adjust the calendar along the project's timeline and plan in a timely manner the following period, always in tandem with mobilities.

Moreover, the Coordinator and Consortium are endeavouring to: i) link this calendar to those being provided by other projects approved under the same call; ii) expand the training provided by adding offerings by the Transform4Europe Alliance, as well as offering online training to all its members.

By implementing this calendar, LETSGROW expects to achieve several outcomes: enhanced skills and employability of R&I talents, stronger institutional capacities for supporting talent careers, and improved collaboration between academia and industry. Additionally, to establish a calendar that allows for efficient planning by the participants, as well as providing the consortium with a set of templates to facilitate and ensure communication quality, the assessment tools embedded in WP2 will monitor training effectiveness, inform continuous improvement, and provide input to WP4 policy recommendations aimed at increasing career interoperability within the European Research Area.

Table 1. List of Organizing Institutions and Trainings.

Organising Institution	List of trainings and SS	Format; Duration; Attendants
UCP	Advanced proposal writing for EU collaborative proposals Project management for researchers Biotechnology in agri-food SS: Sustainable innovation management (co-organizer)	F2F; 18 h; 15 F2F; 12 h; 25 Online; 10 h; 50 F2F; 4 days; 25
VMU	Education to Open Science Conflict management using mediation techniques Ethics and research data use leader SS: Tools for sustainable management	F2F; 2 days; 30 Online; 3 h; 20 Online; 3 h; 20 F2F; 4 days; tbd
USiL	Science communication Design thinking Data stewardship	tbd; 4 h; 20 F2F; 8 h, 20 Online; 4 h; 20
UP	Social media communication Software licensing and open access publication AI workshop	Online; 20 h; 20 Online; 2 h; 50 Online; 10 h; 50
SU	Enhancing gender equality and inclusivity principles in the organisations' GEPlans Innovative mentoring for Early Career Stage Researchers	Online; 2 h; 20 Online; 3 h; 25
USAAR	Business plan school From problem to market Entrepreneurship for scientists Rapid prototyping basics SS: Tools for Sustainable Management	Online; 4 h; 20 Online; 4 h; 20 F2F; 2-3 days; 10 F2F; 2 days; 8 F2F; 4 days; 30
UA	Intellectual Property Rights SS: Agrifood by-products (Leader and co-host)	Hybrid; 3 days; 25 F2F; 4 days; 30
CTNC	Creating links between NA entities Closing the gap between industry and academia Green technologies for the valorisation of secondary food streams Characteristics and applications of natural ingredients from agri-food wastes Design and pilot-scale production of Clean Label food products Treatments of agri-food industries' waste waters for agricultural uses SS: Agrifood by-products (co-organizer and co-host)	F2F; 1.5 days; 15 Online; 2 h; 20 F2F; 1.5 days; 15 F2F; 1.5 days; 15 Online; 2 h; 15 Online; 2 h; 15 F2F; 4 days; tbd
PCA	Value proposition Investor readiness Legal essentials Key resources and partners Using the venture client model SS: Agrifood by-products	F2F; 2 days; 20 F2F; 2 days; 20 F2F; 2 days; 20 F2F; 2 days; 20 F2F; 2 days; 20 F2F; 4 days; tbd
NANDO	SS: Agrifood by-products	F2F; 4 days; tbd
LIPOR	Project management for researchers Green public procurement Sustainable food systems Zero waste SS: Sustainable Innovation Management (Leader)	F2F; 12 h; 25 Online; 4 h; 30 Online; 4 h; 30 Online; 4 h; 30 F2F; 4 days; 25

*tbd – to be determined.

promote micro-credentials and the training program, promoting the cross-sector recognition of competencies;

- Create assessment tools: develop metrics and evaluation tools to measure the efficacy of the training programs; and
- Foster continuous learning and development.

Training structure. The cross-sectoral training development program includes 37 courses: 21 online, with 2 to 7 hours each, 13 F2F courses (7h – 3 days), plus 3 SS (F2F, 4 days each). Each partner will be responsible for planning, organizing, and implementing its respective cross-sectoral training, alone or in collaboration with other partners. Training sessions will be organized from November 2025 to May 2029, and will be held online (using e.g. MS TEAMS) or F2F (whenever possible in tandem with a project meeting or other relevant events). All training sessions will be held in English, and the target group includes, mainly, academic and NA staff of the consortium partners.

The training topic, date, time, duration, place, and potential payment for training will be agreed upon by the lecturer(s) and the organizing institution(s) before the start of the planned training. The time of the training should be indicated in CET (Central European Time).

All organizers must take into account the minimum number of participants. If the partner or the lecturer(s) would like to adjust/increase the maximum number of participants, this number should be coordinated with the VMU representative.

2.1. Lecturer Selection and Registration of Participants

Each organizing institution(s) should select one or more suitable lecturer(s) - high qualifications and expertise in a given topic. The organizing institution(s) are responsible for ensuring smooth communication with the lecturer(s), coordinating the training content and the exact time of delivery, and deciding on the necessary training tools. It will also be responsible for the data protection issues, regarding the General Data Protection Regulation (GDPR), namely to secure the lecturer's and participants' consent to record the online training session, share the training materials, and the long-term publicity of the training record, whenever applicable.

Each organizing institution will be responsible for gathering the training lecturer information and training contents must complete the LETSGROW Training Template for the Lecturer(s) (Annex 1) 2 months before the planned training and send his/her photo to the VMU representative. Based on the completed training description, the VMU representative will prepare information about the publication training and will share it with all the partners.

The registration form for training participants will be available via the designated registration link (Annex 2). Registration will close 10 days before the online training or earlier if the maximum number of participants has been reached. For F2F training, registration will close 12 days before or earlier if the maximum number of participants has been reached. The VMU representative and the organising institution will monitor the number of registrations and notify the lecturer and training organizers of the final number.

Registered participants will receive confirmation of their registration (online and F2F sessions), as well as the training program, session details, and a final reminder 2–3 days before the training by email, to be sent by a VMU representative or the organizing institution(s).

2.2. Recognition and Quality Assurance of Training

Participants and lecturers of LETSGROW Cross-sectoral Trainings will be awarded certificates (Annex 3, 4) confirming their participation/attendance in the training by email. All partners will fully recognise the Cross-sectoral Training program as part of the professional development of their staff (e.g., as a component of the yearly work plan, part of the annual performance assessment, informal recognition by the management, etc.). The certificates will be prepared by each organizing institution within two weeks after each training.

The participants' assessments will be estimated through quality questions and a survey after each training session. At the end of each training, participants will be asked to complete a quality assessment questionnaire, the [Training Quality Survey](#) of LETSGROW Trainings (see Annex 5), sent by the organizing institution via email, which will provide feedback for quality improvement. This is mandatory for all trainings, including the SS.

2.3. Communication Guidelines for Publicizing Training

The training announcement, prepared by a VMU representative, will consist of text and visual material, including the main training topics, training format, dates and hours, and lecturer(s) information, and will be publicized through several communication channels (including the project website and LinkedIn). The announcement will be shared with all the partners via email at least 1,5-2 months before the planned training and at least 3-4 months before the planned Summer Schools.

Each partner is responsible for disseminating the announcement within its communication channels (website, social media, intranet, newsletters, etc.).

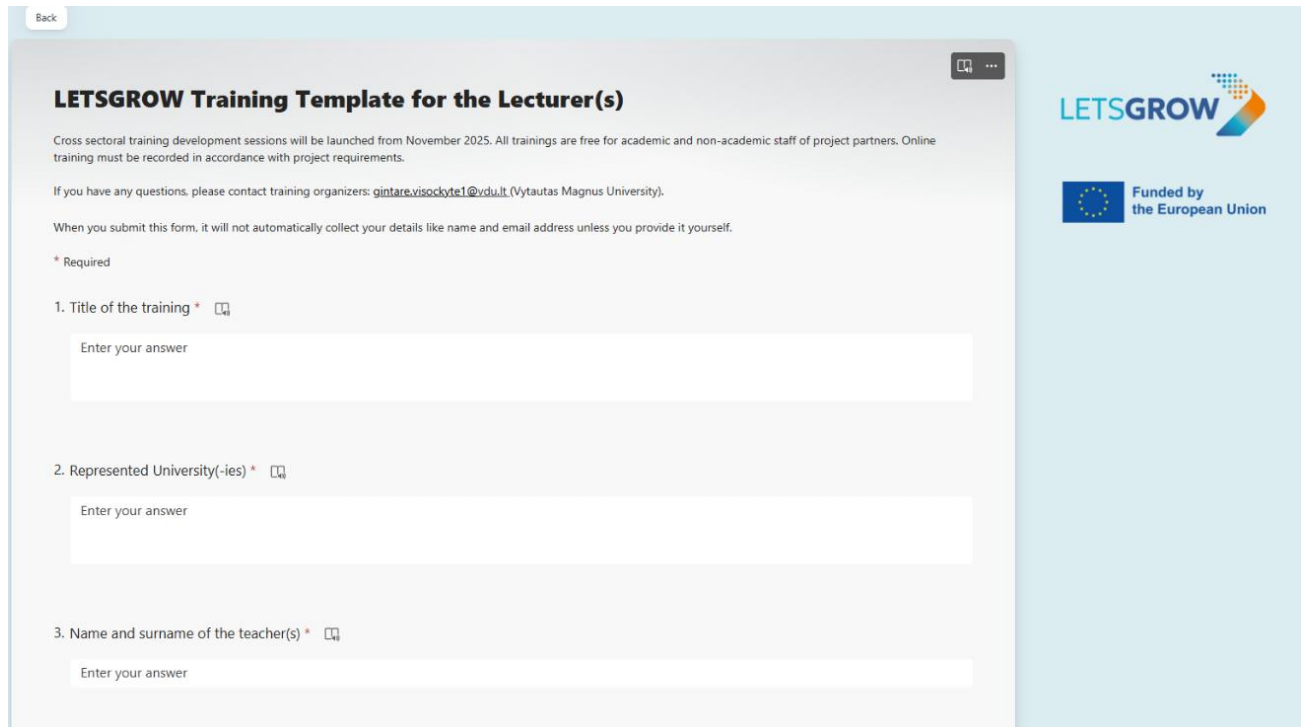
Each partner is also responsible for ensuring the required number of participants in all trainings during the project period. Therefore, each partner must publicize not only its own training courses, but also those of other partners, and encourage as many participants as possible to take part in the training to achieve the required number of participants.

Photographs, videos, or training recordings must be taken during the training sessions. This material will be used for project reporting and communication purposes across the communication channels of LETSGROW project partners. In the registration form, training participants are informed and must accept the event "recording" before their registration. The same is true for the lecturers and, in general, online training should be recorded in accordance with the project's requirements. LETSGROW project and EU logos must be used in all visual publicity materials and training presentations.

3. Annexes

In this section, we present some materials to be used in the training activities. These are models that can be updated/changed throughout the project's lifetime if necessary.

Annex 1. Training Template for the Lecture(s).



Back

LETSGROW Training Template for the Lecturer(s)

Cross sectoral training development sessions will be launched from November 2025. All trainings are free for academic and non-academic staff of project partners. Online training must be recorded in accordance with project requirements.

If you have any questions, please contact training organizers: gintare.visockyte1@vdu.lt (Vytautas Magnus University).

When you submit this form, it will not automatically collect your details like name and email address unless you provide it yourself.

* Required

1. Title of the training *



Enter your answer

2. Represented University(-ies) *

Enter your answer

3. Name and surname of the teacher(s) *

Enter your answer



Annex 2. Registration for the Training.

LETSGROW Training Registration: [name of training]

[Training details: date, time, format (online/F2F), location, lecturer name, surname, schedule].
A reminder will be sent to all registered participants approximately 2-3 days before the event, including room identification (F2F) or session link and access details (online).

The programme schedule is in **Central European Time** (CET). You can convert it for your location here: <https://greenwichmeantime.com/time-zone/europe/central-european-time/>

For any additional questions feel free to email: gintare.visockyte1@vdu.lt.

**The data collected in this form is intended exclusively for analysis within the LETSGROW project, and the entity responsible for processing the data is Vytautas Magnus University (VMU). The data will be deleted within a maximum period of one year after the project ends. By submitting this form, you declare that you are aware of the above and that you accept the VMU's privacy policy (https://www.vdu.lt/en/contacts/privacy-policy) and the General Data Protection Regulation (GDPR) (https://eur-lex.europa.eu/eli/reg/2016/679/oj/eng).*

When you submit this form, it will not automatically collect your details like name and email address unless you provide it yourself.


* Required


1. I have taken notice and I agree that I will be participating in an event where photo, video and audio recording can be made and used by project managers for project reports and communication channels.
*

Noted/agree

I disagree

2. Institution *





Annex 3. Certificate Template for Participants.




CERTIFICATE

This is to certify that

[Name Surname]

participated in LETSGROW Cross-Sectoral Training

[TITLE]

held on [Date: Month, Day, Year] (duration: [...] hours),
conducted by lecturer [Name Surname]

Course Provider
[Name, Surname]



Annex 4. Certificate Template for Lecturer(s).





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CERTIFICATE

This is to certify that

[Name Surname]

conducted LETSGROW Cross-Sectoral Training

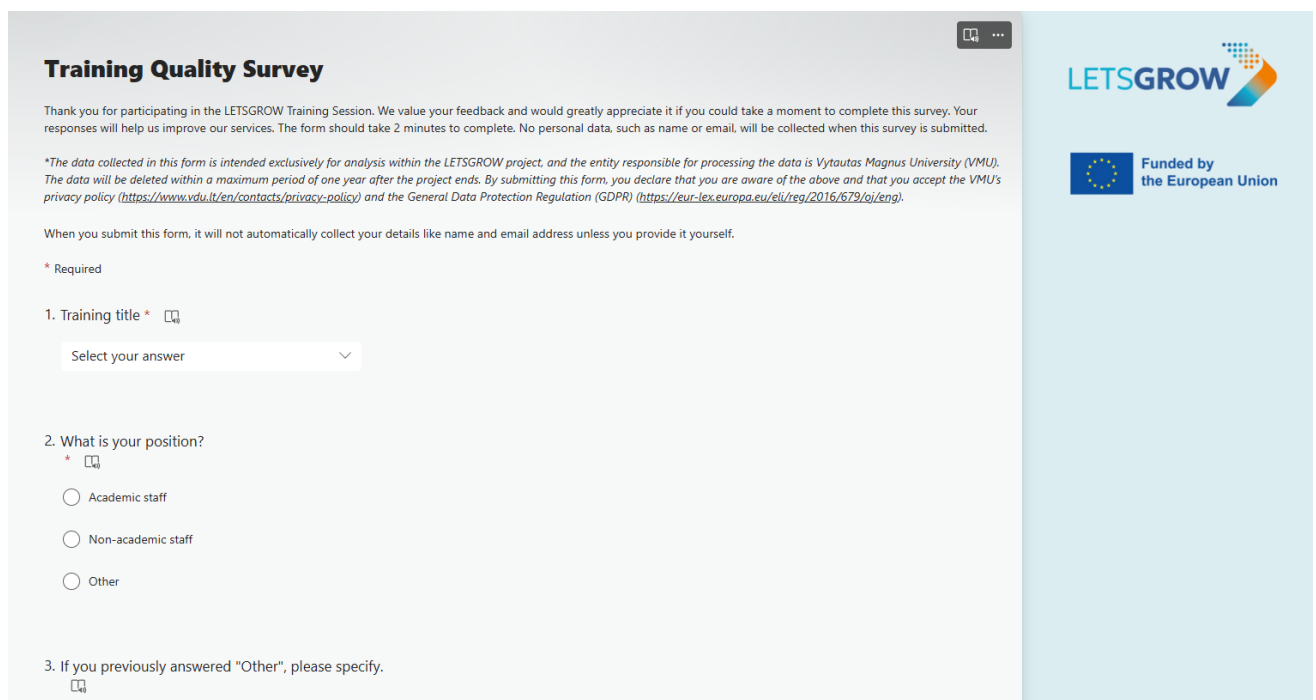
[TITLE]

held on [Date: Month, Day, Year] (duration: [..] hours)

Training Provider
[Name, Surname]



Annex 5. Training Quality Survey.



Training Quality Survey

Thank you for participating in the LETSGROW Training Session. We value your feedback and would greatly appreciate it if you could take a moment to complete this survey. Your responses will help us improve our services. The form should take 2 minutes to complete. No personal data, such as name or email, will be collected when this survey is submitted.

*The data collected in this form is intended exclusively for analysis within the LETSGROW project, and the entity responsible for processing the data is Vytautas Magnus University (VMU). The data will be deleted within a maximum period of one year after the project ends. By submitting this form, you declare that you are aware of the above and that you accept the VMU's privacy policy (<https://www.vdu.lt/en/contacts/privacy-policy>) and the General Data Protection Regulation (GDPR) (<https://eur-lex.europa.eu/eli/reg/2016/679/oj/eng>).

When you submit this form, it will not automatically collect your details like name and email address unless you provide it yourself.

* Required

1. Training title *

Select your answer ▼



2. What is your position? *

Academic staff

Non-academic staff

Other

3. If you previously answered "Other", please specify.



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