

Deliverable 1.1

Management Board

PROJECT INFORMATION

Grant Agreement Number	101186758
Project Title	Bioinspired cellular actuators
Project Acronym	BiCeps
Funding Scheme	Horizon Europe
Start Date of the Project	1 st of March 2025
Duration	48 months
Call Identifier	HORIZON-EIC-2024-PATHFINDEROPEN-01
Project Website	www.eic-biceps.eu

DELIVERABLE INFORMATION

DELIVERABLE N°	D1.1
Deliverable Title	Management Board
WP No./ WP title	WP1 / Project coordination and managment
Lead Beneficiary	BUT
Relevant task number	T1.1
Due Date	M3 – 31 th May 2025
Submission Date	30 th May 2025
Dissemination Level	PU – Public

DOCUMENT LOG

VERSION	DATE	LEADER	DESCRIPTION
V 1.0	30.05.2025	BUT	INITIAL VERSION

DISCLAIMER

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1. EXECUTIVE SUMMARY

This deliverable documents the official appointment of the Project Management Board for the BiCeps project, in accordance with the Grant Agreement No. 101186758 and the provisions outlined in the Consortium Agreement. The Project Management Board serves as the project's primary governance body responsible for ensuring effective coordination, decision-making, and oversight throughout the implementation of the project.

2. ROLE OF THE PROJECT MANAGEMENT BOARD

The Project Management Board is composed of 5 Full Members and 2 Advisors, and is responsible for the following duties:

- Coordinating cross-partner activities, deliverables, and milestones.
- Ensuring compliance with the Grant Agreement and the Consortium Agreement.
- Monitoring, guiding, and documenting the scientific and technical progress of the project.
- Compile technical and financial information for Reporting Periods.
- Make strategic and operational decisions, including those related to risk mitigation, assess publication content for intellectual property sensitivity, and quality management.
- Approve the data management plan, dissemination and communication strategies, and their updates.
- Approve internal reporting procedures and project outputs.
- Conduct a market analyses and post-project exploitation plan.

Full Members of the board meet online monthly and in person every three months to assess implementation, resolve issues, and align partner efforts with project objectives.

Decisions are made by vote and approved by majority. If a Full Member of the Management Board is unable to attend, they shall appoint a delegate with decision-making authority to act on their behalf. Advisors participate only in relevant board meetings online or in person and do not have voting rights.

According to the Consortium Agreement, the Full Members of the Management Board also serve as the General Assembly of the BiCeps Consortium.

3. APPOINTMENT OF PROJECT MANAGEMENT BOARD MEMBERS

The following individuals have been appointed as members of the Project Management Board, representing their respective beneficiary institutions.

Name	Institution	Role in Project	Role in management board
Edgar B. Montufar	BUT	Project Coordinator and WP1 Leader	Chair and Full member
Matej Daniel	CTU	WP2 Leader	Full member
Martin Michálek	TnUAD	WP3 Leader	Full member
Jan Džugan	COMTES	WP4 Leader	Full member
Martin Schwentenwein	LITHOZ	WP5 Leader	Full member
Johannes Homa	LITHOZ	None	Innovation & Commercialization Advisor
Ladislav Čelko	BUT	Key researcher	Scientific & Technical Advisor

4. PROJECT MANAGEMENT BOARD MEETING SCHEDULE (TENTATIVE)

Online meetings are scheduled for the second Wednesday of each month at 1:00 p.m.

In person meetings for the year 2025 are scheduled as follows:

Kick-off meeting at COMTES, Dobřany, March 19-20.

Meeting at Lithoz, Vienna, June 11-12.

Meeting at CTU, Praha, October 8-9.

The subsequent in-person meetings for the upcoming years will be scheduled and communicated well in advance.

5. ANNEXES

Annex I – Signed appointment letter of the Project Management Board