



Membership manual

January 2023

Presidents' welcome letter

Dear Madam or Sir,

On behalf of the Executive Board of InnovaWood, we respond to your interest in joining our European network. InnovaWood membership enables you to actively network and collaborate with other organisations in Europe in the areas of science, research, innovation and education. Collectively, the InnovaWood network contributes to foster innovation and competitiveness of the wood industries and forest-based sector at large, aligned with the European policies aiming to increase economic growth and resilience.

Your organisation can benefit from InnovaWood's information services such as identifying new project opportunities, the events calendar and various databases. Through our annual General Assembly and other meetings, you can participate and interact with our large network to researchers, companies and policy makers. You also have the possibility to disseminate your own results and launch enquiries for your interest, e.g., for special topics, projects or new proposals, or events.

Thanks to various new projects, we recently managed to increase our Secretariat staff. It is our aim for the next years to grow the network further and to develop our services through improved sharing of information and exchange with our members.

We look forward to establish the contact and to welcome you in our European network.

Yours sincerely,

Erik Larnøy
President

Mike Burnard
Vice-President

Uwe Kies
Secretary General



The InnovaWood network

Sustainability is a key topic for the European Union, and the forest and wood-based industries provide an essential contribution through i) sustainable management of forests and woodland resources, ii) employment for millions of people in forest-based industries, iii) impact on regional and rural communities, and iv) provision of natural, renewable, recyclable materials and numerous value-added products with many benefits for the European economy and society.

InnovaWood has 60+ member organisations in 29 countries, including Research and Technology organisations (RTO), higher education institutions, clusters and vocational education and training (VET) organisations, which are all related to the forest-based sector. In addition to its membership, InnovaWood forges exchange and partnerships with relevant stakeholders such as industry associations in the forestry and wood sector, other research networks and interest groups both on national and European levels. Through active participation in European projects on research, innovation and education, and policy-relevant alliances, InnovaWood is also in contact with numerous actors in other disciplines, including research organisations, companies, European advocacy groups, the European Commission, and public authorities.

Mission Statement

InnovaWood’s mission is to foster innovation and bring business benefit to the entire value chain from forestry to wood, to furniture and construction. InnovaWood establishes a European network for its members and connected partners to share knowledge and latest information, create synergies, and follow current and future innovation trends, providing strategic orientation in the European R&I ecosystem which is evolving in response to the global challenges. By providing a forum to our member organisations, we enable them to contribute more effectively to the development of the sector. Building on our vast contacts and our long experience in project development and implementation, InnovaWood maintains efficient channels for communication with the wider European research and innovation community engaged with forests, wood products and related innovations.

| | |
|--|--|
| <p>29 Research & Technology (RTO)</p> | <p>30 Universities (academic & technological)</p> |
| <p>7 Clusters & Networks</p> | <p>4 VET training institutions</p> |

➤ Check out the members' list bit.ly/iwmembers or the EU map bit.ly/iwnetmap !

Governance

Legal form

InnovaWood is a non-profit association registered in Brussels since 2010 according to Belgian law (Association Sans But Lucratif / ASBL). The InnovaWood statutes define the purpose and the governance structure. The essential bodies are the General Assembly and the Executive Board. The full statutes are available to all members on request (French original with English translation).

General Assembly

The General Assembly consists of all the members of InnovaWood. According to the statutes, the General Assembly:

- takes strategic decisions on the policies and activities of InnovaWood based on proposals made by the Executive Board;
- approves the annual budget of InnovaWood;
- elects the President, the Vice-President and the members of the Executive Board;
- endorses the appointment of the Secretary General;
- meets at least once per year.

Each member organisation has one vote in the General Assembly. The voting has to be cast by a representative of the member who is present during the General Assembly. Under special circumstances, the Executive Board can also ask for distant voting via e-mail. A member can also delegate the vote to another member, in case the representative cannot participate in the General Assembly.

Executive Board

The Executive Board comprises the President, the Vice-President, Executive Board Members and the Secretary General. According to the statutes of InnovaWood, the Executive Board: i) is responsible for overseeing the day-to-day operation of InnovaWood, ii) controls the budgets and iii) proposes any necessary decisions or actions for the development of InnovaWood. The current elected Executive Board includes the following representatives (confirmed at the last General Assembly 2022):

- [Erik Larnøy](#)
NIBIO, Norway (President)
- [Mike Burnard](#)
InnoRenew CoE, Slovenia (Vice-President)
- [Mark Irle](#)
Ecole Supérieure du Bois ESB, France
- [Dobrochna Augustyniak-Wysocka](#)
ŁRN - Poznań Institute of Technology, PL
- [Višnja Koščak](#)
Holzcluster Steiermark, Austria
- [Javier Garcia Jaca](#)
Tecnalia Research and Innovation, Spain



Team and activities

Secretariat

The Secretariat manages the day-to-day operations and membership activities. The international team brings together a good mix of experience in research, education, communication and project management. Representing six nationalities and a broad country experience, our staff has also an academic background in forest and wood sciences together with a range of professional competencies. The team is based in four European countries and collaborates largely online. The Secretariat in 2023:

- [Uwe Kies](#), Secretary General
- [Oliver Jancke](#), Business Developer
- [Florence Kuijl](#), Comms Manager
- [Radmila Ustych](#), Comms Manager
- [Vanesa Baño](#), Project Manager
- [Patrycja Zatoń](#), Project Manager
- [Charlotte Grosse](#), Project Manager



EU projects & initiatives

InnovaWood is involved various European funded projects as communication partner: see bit.ly/iwprojects. They are a main source to finance our staff. We have a long track record of EU consortia and can offer the network as a main channel towards the wood science and innovation community. InnovaWood engages both as work package leader or as a supporting partner for communication. Typical activities offered include the project comms package, dissemination, and exploitation management. We are also strong in EU stakeholder involvement and project proposal development.

Being involved in and informed about most of the main ongoing EU projects, InnovaWood is in a unique position to foster exchange and synergies between different projects. InnovaWood is furthermore very active in collaborative European alliances and platforms, aiming to increase the visibility of the wood sector as a whole.

| | | |
|---|--|--|
| <p>Forest</p>    | <p>Wood products, construction, renovation, recycling</p>       | <p>Furniture & interior</p>       |
| <p>Alliances, platforms</p>     | | |

Benefits for member organisations

As a member of the InnovaWood network, your organisation will have the opportunity to increase its European visibility. From the information accessible through InnovaWood, you can gain a better understanding of the EU funding opportunities for research and innovation, obtain insight into ongoing projects, and become aware of current and future policy developments, which are valuable for aligning the research strategies and goals of your organisation. By learning from projects and good examples, sharing knowledge and exchanging with new contacts and other members, these networking opportunities can lead your organisation one step ahead. Members are invited to become proactive and enlarge their contacts across Europe, discover new topics and trends, and initiate joint projects that can help their organisation and their partners thrive. The main benefits of the InnovaWood membership comprise:

I. Networking and partnering

- ✓ The members can benefit from our extensive contact lists of organisations, stakeholders and projects in relation to the European forest-based industries.
- ✓ On behalf of our members, we distribute requests and help establish contacts for new consortia or any other joint interest.
- ✓ Our annual event the General Assembly is a great opportunity to meet other members and exchange on mutual interests.

II. Communication support

- ✓ Members can disseminate results and enquiries through InnovaWood towards the whole membership and also to the larger 'network behind the network', i.e., to target groups of national and European stakeholders in our databases.
- ✓ InnovaWood is an experienced partner for communication, dissemination and exploitation activities in EU projects. We participate in consortia of our members to strengthen the proposals and to contribute as lead or as supporting partner.

III. European funding support

- ✓ Members receive early information about funding programmes and relevant open calls. We maintain databases about EU programmes and projects.
- ✓ Members can also call on our specific expertise in project development and management to enhance their own proposals. We can help to develop the collaborative partnerships with tangible advice and training support.

IV. Representation in EU initiatives and stakeholder meetings

- ✓ InnovaWood represents a common voice for the interest of the European wood science and research community on behalf of our members. We increase our visibility through active participation and contributions to events, consultations and requests for special input by the European Commission.
- ✓ For this purpose, we have launched the [Wood4Bauhaus Alliance](#) in 2021 together with the main EU associations of forest-based industries aiming to raise awareness for the benefits of wood products in the built environment. The Alliance exchanges with the EC and develops policy recommendations and needs for future R&I programmes.

List of regular membership services

Information updates

- *IW European Funding Navigator*: regular update on European funding programmes and open call for proposals
- *IW Event Calendar*: list of conferences, fairs and other events in the science community and the forest-based sector
- *IW Newsletter*: informing about news, new members, ongoing projects of members and activities from the network

Events

- *IW General Assembly*: annual meeting of the network, co-hosted by IW and a member organisation, usually with a 2-days programme including a social dinner and an excursion. Possibilities for members to disseminate research results and projects (posters, presentations). Hybrid participation of members is offered.
- *IW webinars*: new online format to engage with members in regular intervals.
- *Project meetings and advisory boards*: Members can gain insight into ongoing consortia as external guests or advisors (by invitation).

Information on demand

- *IW contact database*: detailed address book of IW's multiple contacts from conferences, meetings, projects, proposals, EU stakeholders and national actors. Reference for partnering requests from members.
- *IW project database*: list of past and ongoing European projects under various funding schemes with topics of relevance to the forest-based sector, categorized according to various keywords, including data on funding amounts and participating organisations. Excerpts are provided on request.
- *Sharing and dissemination of project progress and results*
- *Advice and partner search within the network during proposal preparation*

Information about/from your organisation

- *Announcement of your membership and news from your organization in the InnovaWood members newsletter*
- *Permission to use of InnovaWood logo on your website and in marketing materials*
- *Your requests circulated to the network, e.g., job postings, announcement of your events or training offers, requests to participate in surveys, etc.*
- *Forwarding of your contact data in case of suitable requests*
- *Helping to push visibility of your social media channels*

List of additional SSP membership services

- *Tailormade support through exclusive use of the InnovaWood Secretariat's time*
- *Special training event on EU funding and proposal writing*
- *Support to hosting of your meetings or events in Brussels, possibility to use the meeting room in the European Forestry House*
- *Assistance with the preparation of individual project proposals*
- *Specific communication and dissemination actions on your behalf*

Membership categories

InnovaWood seeks to welcome more organisations as new members to further enlarge our network in terms of number of members and its European representativeness. Members from non-European countries are also accepted in special cases. To qualify for membership, candidates need to have established competence and practice in the scope of one or more of the following fields: research, technological development, education and/or training in relation to the professional use of forests and/or the raw material wood in products and industrial uses.

An organisation wishing to join the network must submit a signed application form to the Secretariat. The Executive Board will review it, decide and then inform the applicant about the decision. At least three Board members need to support the application to validate it. Depending on their legal form, new members can join under the following membership categories:

| No. | Category | Type of organisation | Access to benefits | Annual fee |
|------------|--|--|---|------------------------|
| A | Regular membership | Organisations active in research, development or education in EU | <ul style="list-style-type: none"> - Networking & partnering - Communication support - European funding support | 1,000 € |
| B | Corresponding member | European and national interest organisations | <ul style="list-style-type: none"> - Networking & partnering - Communication support - Privileged sharing of materials | Specific fee |
| C | Corporate member | Companies in forestry or the forest-based sector in the EU | <ul style="list-style-type: none"> - Networking & partnering - Communication support - Invites as consortium partner | Specific fee |
| D | Observing member | Non-European organisations active in R&D or education | <ul style="list-style-type: none"> - Networking & partnering - Communication support - European funding guidance | Specific fee |
| SSP | Special Service Package for members | All organisation types, open to all members | <i>Additional services:</i> <ul style="list-style-type: none"> - EU funding training - Tailored support on demand | 1,000 € additional fee |

The main focus of InnovaWood is to support the interests of organisations active in research, development and education. This main target group (category A) can use all information services in the network to the full extent. The other member categories (B, C, D) can benefit from the networking and communication opportunities but obtain a slightly reduced access and priority for the European funding support. The fees for the latter membership categories are set on an individual basis in line with the mutual agreement for cooperation with these organisations. The SSP is an optional additional service for members who wish to obtain more direct support from the Secretariat for their own European activities.



InnovaWood - The History

InnovaWood is an umbrella organisation that integrates major research institutions and technical centres in forestry, woodworking and furniture into one network to support innovation, research, skills development and knowledge transfer. In 2001, the four main research and education networks in the sector jointly launched the InnovaWood initiative:

- *Eurifi*: the European Association of Research Institutes for Furniture, promoting research and technical assistance to the furniture sector
- *Eurofortech*: EU network for education, training and technology transfer in the wood and forestry sector
- *Euroligna*: EU network for advanced wood processing and engineering education and technology transfer
- *Eurowood*: European timber technical centres and wood research organisations providing technical advice to industry and European research projects

In 2003, these four networks formally merged and the InnovaWood network was founded in Dublin, Ireland. In 2010, the InnovaWood Secretariat was officially registered as a non-profit association in Brussels, Belgium.

Since its beginning, InnovaWood has launched and was involved in a multitude of EU projects. It has a long track record of coordinating and managing projects under various European Commission programmes including FP5, FP6, FP7, Horizon 2020, Leonardo da Vinci, CIP Eco-Innovation, CIP IEE, Marie-Curie, Erasmus+ and EIP RM commitments. Its large EU-wide network has been commonly used for surveys, validation and dissemination of project results in the multiple domains of the forest-based sector, and it is also active in stakeholder dialogues on the European level.

Contact

InnovaWood Secretariat
European Forestry House
66 Rue du Luxembourg
B-1000 Brussels
Belgium

Phone: +32 472 62 60 43
Email: office@innovawood.eu
Website: innovawood.com

Members list: bit.ly/iwmembers
Members EU map: bit.ly/iwnetwmap
Projects: bit.ly/iwprojects
Videos: @ YouTube
Publications: @ Zenodo

Follow us on LinkedIn !
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[linkedin.com/wood4bauhaus](https://www.linkedin.com/company/wood4bauhaus)

- To become a member, please fill the *Members application form* bit.ly/iwapplicant and send it to the Secretariat per e-mail. Feel free to contact us for further questions.