The University's Brussels Office has been in existence since 2010. There is no doubt that having a European presence in Brussels enhances both the profile of individual researchers as well as that of the University, it provides:

- Intelligence on EU policy and development.
- Networking activities.
- A place to meet and share information.

Our Brussels Office is a shared space where we are hosted by Birmingham City Council and we have a permanent member of staff working for us to support our activities and academics when they are visiting. The office is used by our academic community for a variety of activities including workshops and seminars, profile raising events, proposal development meetings to name a few. It is also a space to hotdesk whilst in Brussels providing a home from home whilst away.

The Space

The Office provides space to hold small-large events seating 120 in its seminar room if need be. There is a coffee/reception area where receptions can be held or hot desking carried out. The space is free to our staff.

Funding

If you are planning on to use the Brussels office for the purpose of proposal development activities then we have a fund called the H2020 Collaboration Fund which provides up to £500 for such activities. To apply for funds please complete the application form and send to europe@lists.bham.ac.uk.

**NB: this fund is specifically for our staff and does not support the travel and subsistence of colleagues from other institutions.**

Booking a room

To book a room for whatever activity you foresee, please complete the booking form here. Our team will then contact you to confirm and support you through your activity.

Resources

- [Promotional video](#)
- [Promotional brochure](#)
- [Booking form](#)
Dedicated Contacts

We have a dedicated team to help in all aspects of working through our Brussels Office:

<table>
<thead>
<tr>
<th>Name</th>
<th>Role and Responsibilities</th>
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| Sally Wiley           | • Focus on campus activities  
                        | • Raises awareness of the Brussels Office  
                        | • Identifies and develops initial ideas.  
                        | • Promotes support pre and post activities with a focus on follow-up  
                        | • Accompanies staff to Brussels where necessary                                                                                                         |
| (Birmingham-based liaison) | s.a.wiley@bham.ac.uk  
                        | 43884                                                                                                                                                    |
| Vacant                | • Focus on Brussels end of activities  
                        | • Develops and finalises ideas within Brussels context  
                        | • Makes contact with stakeholders in Brussels  
                        | • Provides Brussels intelligence.  
                        | • Raises the profile of the University in Brussels.                                                                                                     |
| (Brussels Office based) |                                                                                                                                                |
| Xavier Rodde         | • Manages the activities of the Brussels Office  
                        | • Identifies opportunities for activities  
                        | • Is involved in development and where necessary delivery of activities.                                                                                 |
| (Oversight and development) | x.rodde@bham.ac.uk  
                        | 43880                                                                                                                                                    |

Office Contact Details

Greater Birmingham and West Midlands - Brussels Office  
Avenue d'Auderghem 22-28 Oudergemseelaan  
1040 Brussels  
Belgium

t: 0032 (0)2 740 2710  
f: 0032 (0)2 740 2720  
e: europe@lists.bham.ac.uk