

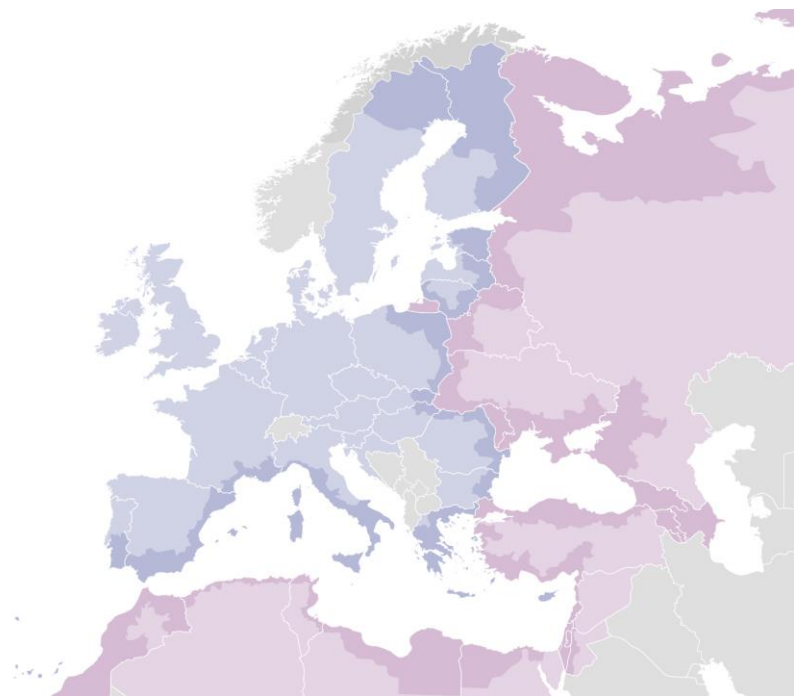


# TESIM

Technical support to the implementation  
and management of ENI CBC programmes

## **Agenda of capacity building workshops for project lead applicants for the 2<sup>nd</sup> call of ENI CBC MED Programme**

*11-12 June, Ramallah (Palestine)*



## Capacity building workshops on project development

### ENI CBC MED Programme 2014-2020

In the framework of the strategic call for proposals of the ENI CBC MED Programme, TESIM, in close cooperation with the Managing Authority and the National Authority, organizes a capacity building workshop **11-12 June**.

The main objective of the workshop is to **enhance capacity of potential lead applicants** in developing good quality projects matching the award criteria of the call. During the workshop, practical exercises will be carried out on **building the project intervention logic, work-plan, budget and financial plan**.

### *Target groups*

**Potential lead applicants** meeting the criteria presented in section 4.3 of the Guidelines for grant applicants.

### *Participation*

The maximum number of participants will be 30. Priority will be given to those potential lead applicants who attended (or registered to) the info day organized by the Managing Authority on 17 April 2019.

Participants are kindly requested to pre-register as soon as possible **at the TESIM website using the link provided in the invitation email**.

The workshop welcomes one participant per institution/organization within the limit of available seats. As for the specific focus of each day, different profiles can attend the event: **the project managers** of potential applicant **on day one**, and **the financial ones on day two**.

### *Training approach/ presenters*

- **Contributors:**
  - Based on the structure of the application form of the 2<sup>nd</sup> call for proposals, **TESIM experts** will provide capacity building sessions that will be interactive and include practical work on project proposals and interventions from experienced project partners.
  - Contributions will be made throughout the sessions by the representative(s) of the **National Authority** and of **the relevant Branch Office**.
  - The workshop language is English.

## AGENDA

**11-12 June 2019 Ramallah (Palestine)**

**Meeting venue (fbc)**

### Day one

08:30 – 09:00	<b>Arrival of participants, welcome coffee and registration</b>
09:00 – 09:30	<b>Welcoming words, introduction about the ENI CBC MED Programme and strategic call</b> (National Authority and Branch office)
9:30-10:00	<b>Ice-breaking exercise:</b> <ul style="list-style-type: none"> <li>Each participant will have 60" to introduce their own institution and to present in plenary their project idea: why, what, with whom.</li> </ul>
10:00 – 11:00	<b>Project development: key elements to build a successful CBC project proposal :</b> <ul style="list-style-type: none"> <li>Project intervention logic: "Fitting your CBC project idea into the MSB Programme framework"</li> <li>Lesson learned and good practices from previous successful projects</li> <li>Q&amp;A</li> </ul>
11:00 – 11:30	<b>Network break</b>
11:30 – 13:00	<b>Practical group work on building project intervention logic</b> <ul style="list-style-type: none"> <li>Let's practice on your project ideas</li> </ul>
13:00 – 14:00	<b>Lunch break</b>
14:00 – 15:00	<b>Practical group work on building project intervention logic</b> <ul style="list-style-type: none"> <li>Let's practice on the application form</li> </ul>
15:00 – 16.00	<b>Project activity planning</b> <ul style="list-style-type: none"> <li>Key elements to develop a sound project workplan, set project milestones, and plan horizontal project activities (coordination, monitoring, communication...)</li> <li>Lesson learned and good practices from previous successful projects</li> <li>Q&amp;A</li> </ul>
16:00 – 16.15	<b>Network break</b>
16:15 – 17:00	<b>Practical group work on project activity planning</b> <ul style="list-style-type: none"> <li>Let's practice on the application form</li> </ul>
17:00 – 17:15	<b>Wrap up: key messages and next steps</b>

## Day two

08:30 – 09:00	<b>Arrival of participants, welcome coffee and registration</b>
09:00 – 10:00	<b>Project financial planning</b> <ul style="list-style-type: none"> <li>• Financial planning aspects, including budget and cash flow development</li> <li>• Lessons learned and good practices from previous successful projects</li> <li>• Q&amp;A</li> </ul>
10:00 – 11:00	<b>Practical group work on project financial planning</b> <ul style="list-style-type: none"> <li>• Let's practice on your project financial plan</li> </ul>
11:00 – 11:30	<b>Network break</b>
11:30 – 12:45	<b>The budget and the financial plan in the application form</b> <ul style="list-style-type: none"> <li>• Let's practice on the application form</li> </ul>
12: 45– 13:00	<b>Wrap up: key messages and next steps</b>
13:00 – 14:00	<b>Lunch break</b>