

PROJECT CYCLE MANAGEMENT

 6 MAY - 24 JUNE 2025

 10:00 - 13:00

 ONLINE

DAY	TIME	LESSON
6 MAY 2025	10:00 - 13:00	Introduction: EU Institutions, Funds, and Programmes <ul style="list-style-type: none">• EU Institutions and Information Sources• Classification and Functioning of EU Funding Programmes• Priorities of the 2021-2027 EU Programming• Key European Programmes• Direct and Indirect Programmes From EU Strategy to Funding Calls <ul style="list-style-type: none">• The Legal, Strategic, and Programmatic Basis of a Call• What is a Call for Proposals? Characteristics, Analysis, and Strategies• What is a Project? Key Success Factors
13 MAY 2025	10:00 - 13:00	European Programmes: CERV, Erasmus+, & Creative Europe <ul style="list-style-type: none">• Structure and Priorities of Programmes for the 2021-2027 Period• The Application Package: Characteristics and Best Practices• Practical Examples
20 MAY 2025	10:00 - 13:00	European Programmes: LIFE, Interreg, & Horizon Europe <ul style="list-style-type: none">• Structure and Priorities of Programmes for the 2021-2027 Period• The Application Package: Characteristics and Best Practices• Practical Examples
27 MAY 2025	10:00 - 13:00	Module Conclusion: Practical Session
3 JUNE 2025	10:00 - 13:00	Project Cycle Management and Logical Framework Approach <ul style="list-style-type: none">• Introduction to the Project Cycle: Definition and Phases• Stakeholder Analysis• Problem Tree Analysis Problem Tree & Selection of Strategic Actions <ul style="list-style-type: none">• Logical Framework Approach Matrix: Examples and Quizzes for Learning Consolidation• From Logical Framework Approach to Resource and Activity Planning: Practical Examples

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10 JUNE 2025	10:00 - 13:00	<p>How to Prepare a High-Quality Project Proposal</p> <ul style="list-style-type: none">• Analysis of an EU Application Form: Key Questions and Criteria• Review and Analysis of Various Application Form Examples• Best Practices for Project Development <p>Project Implementation and Management</p> <ul style="list-style-type: none">• What Happens After Approval? Contract Signing, Agreements with Partners – Theory and Practical Examples• Planning and Organising Work: Action Plan, Team Coordination, Internal Communication, and Partnership Management – Theory and Practical Examples• Monitoring and Evaluation: Tools and Methods to Assess Project Impact, Focus on Indicators – Theory and Practical Examples• Challenges and Solutions in Project Management
17 JUNE 2025	10:00 - 13:00	<p>Budget Implementation and Reporting</p> <ul style="list-style-type: none">• EU Financial Rules• How to Develop a Successful Budget: Practical Examples• Budget Management: Reallocations, Monitoring, and Co-Financing• Financial Reporting: Forms and Tools• Best and Worst Practices
24 JUNE 2025	10:00 - 13:00	<p>Communication & Dissemination</p> <ul style="list-style-type: none">• Project Communication and Dissemination Strategies and Plans• Project vs. Institutional Communication: How to Align Them for Maximum Impact – Theory and Practical Examples