

Programme

MONDAY 4 NOVEMBER 2013

- 09.15 **Opening & welcome: introduction to the programme, objectives, methodology and political embedding of the seminar**
Alexander Heichlinger
- 09.30 **"Tour de table": participants' presentation to endorse networking**

Setting the scene: The forthcoming (2014-2020) financial period

- 09.45 **A quick overview of the 2020 financial instruments: features and priorities, re-groupings of funds, new supportive actions** (Delivery of the new glossary of main EU supportive actions)
Xavi Tiana
- 11.00 Coffee break
- 11.30 **Call for Tender vs. Call for Proposal and other terminology for EU projects: Clarification of its differences**
Iwona Karwot
- 12.00 **From a project idea to a sound proposal and concept to apply for funding**
Martin Wyrwich
- 13.30 Joint lunch in the restaurant of the hotel

Setting the frame of a project: Valuable planning tools for the right project direction

- 14.45 **Work-plan, road-maps, deliverables, timetable and many more critical aspects**
Cristiana Gaita
- 16.15 **Consortium building - how to find the right partners; partnership composition and mechanisms to manage them (incl. PPP, CSO etc.)**
Gian Luca Bombarda
- 17.15 **End of the first day**
- 17.30 Walking and sightseeing tour of the old city centre of Barcelona (1h30)
- 20.30 Official welcome seminar dinner

TUESDAY 5 NOVEMBER 2013

From theory to practice: A first interactive group exercise

- 09.30 **Practical workshop: How to work together in distance and across cultural 'frontiers' – division of participants into groups**
(Working material will be distributed)
Conducted by Gian Luca Bombarda
- 11.00 Coffee break
- 11.30 **Continuation**
- 13.00 Joint lunch in the restaurant of the hotel
- 14.30 **How to draft and calculate eligible and beneficial budgets for the applicants**
Albert Sorrosal
- 16.30 **Workshop: introduction and division of participants into working groups**
Conducted by Alexander Heichlinger
- 17.00 **End of the second day**

WEDNESDAY 6 NOVEMBER 2013

From theory to practice: How to write a successful proposal/application

- 09.00 **Workshop: discussion, in groups, of a pre-set project idea (guidelines) from different thematic sectors and converting them into an EU funding application**
Supported by Alexander Heichlinger and Gian Luca Bombarda
- 11.00 Coffee break
- 11.30 **Continuation**
- 13.00 Light working lunch
- 14.00 **Final evaluation panel: presentation of the project proposal/application per group (by an appointed spokesperson) and simulation of a European evaluation panel (i.e. analysis and review by three evaluators from three different EU countries)**
Alexander Heichlinger, Xavier Tiana, Gian Luca Bombarda, chaired by Cristiana Gaita
- 16.00 **Closure and issuing of EIPA seminar certificates to participants**
Alexander Heichlinger