



Net European Consulting organizes the Blue Plan Project in close cooperation with Federpesca and Federpesca Ricerca & Sviluppo associated to Confindustria. The teaching staff is composed by experts with over 15 years of experience in European cooperation. The teachers are from the Universities and from the Research National Institutes

The Blue Plan Project is designed to provide participants working in the different marine and maritime sectors related to the Blue Growth with skills to successfully work in the field of European project planning and management, using finance from the European Commission.

The main objective of Blue Plan Project: Blue Growth, Marine & Maritime Affairs is to provide participants with the skills to successfully work in the field of European planning and management, using funding made available by the European Commission.

The course of EU Planning and Management in Blue Plan Project, proposed by NetEConsulting, offers advanced training course, structured in 3 modules with a length of 3 days (formula 8 hours per day). It aims to achieve the fundamental how know and practical tools, and to recognized several European funds under 2014-2020 and submitting correctly the proposals in order technical- operational and financial policies in the context of the Blue Growth. During the fourth day of the course the Participants will have the opportunity to meet experts, researchers, insiders and all different stakeholders on the Blue Growth Strategy. The course will end with the draft of a proposal and its assessment of the project work.

The course includes to provide the development of a project (identification of the Call for Proposals and the Call for Tenders, the drafting of the proposal and the budget) regarding the main topic of the Blue Growth:

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Fishing, Aquaculture, Shipbuilding, Tourism, Maritime Transport, Energy, Research and Competitiveness of Enterprises.

The target group of the Master are experts / and not in Eu project planning and management within Blue Growth. **The students will be able to:**

- Find your way around the programs and EU funding instruments 2014-2020
- to frame the project proposal referred to the call identified in the European legal framework; Th

The participants will have acquired the expertise to identify the most appropriate forms of access to European funds and to work successfully in the field of European planning and management in line with the European programs and the needs of the local authority and company.

**Topics:**

The Eu Institutions and the functioning of the EU (basic content and

and management of calls for project proposal.

Introduction to the European direct funding and the European strategy, in line with the BLUE GROWTH

What is the Blue Growth?

The main direct funding programs: Horizon2020, LIFE, Creative Europe, Erasmus +, Cosme, SEA, Fisheries and Maritime Affairs. EuropeAid and INTERREG.

European funding direct and indirect, EMFF – European Maritime and Fisheries Fund

Types of calls: calls for proposals and call for tenders.

How to find & read a call for proposal: European Portal

Participant Portal

**The map of the European Funds 2014-2020: Guidelines**

The main direct funding programs: Horizon2020, LIFE, Creative Europe, Erasmus +, Cosme, SEA, Fisheries and Maritime Affairs and EuropeAid.

Essential Euro planning tools:

How to draft a project proposal: description of the project activities

Implementation of work plan & project objectives

The basic structure: Project Cycle Management and. Logical framework analysis (how to use the Logical Framework Approach to improve the quality of project documents and project design)

**Critical analysis for the financial viability of project idea**

Analysis of the legal, administrative and economic aspect for the project idea.

Definition of the Project schedule.

Analysis of technical and administrative eligibility and feasibility: principles of self-assessment of the project proposal.

## **Practical exercise**

How to find the reference document and information relevant to the development of the project idea (Funding program, call, administrative forms, documents, template, annexes, database projects funded, sites, etc.).

Preparing projects schedule template

## **MODULE 2 – PROJECT MANAGEMENT TOOLS**

The Module 2 is entirely based in the techniques and methods of project proposals in line with Blue Growth calls. The Blue Growth economy in the EU is expected to grow to 7 million people employed by 2020. Actions in this area will be in line with the EU Blue Growth Strategy and relevant EU policies, as well as provide international cooperation opportunities in particular for Atlantic Ocean research.

The calls in this area invite, for example, proposals on Atlantic observation systems, an integrated response capacity to oil spills and marine pollution, climate change impacts on fisheries and aquaculture and ocean literacy.

The participants will acquire skills in developing the techniques and methods of project proposal in the field of Blue Growth.

The course will include practical design, with particular reference to the definition of the logical framework with pertinent call for proposal and call for tenders, and best practices for the drafting proposals.

### **How to participate to European funding:**

- Call for tenders versus call for proposals.
- From project idea to finance project.
- Guided reading of design documentation: the program, the call (call), guidelines and application forms (application form); eligibility criteria, selection and assessment, eligible activities.

## **Practical exercise**

Identify a project idea in relation to the types of eligible activities

### **Drafting project proposal: tools and techniques**

- Definition of the logical framework: objectives, expected results, activities.
- The structure of a call, the definition of the work packages (Work Packages – WP), actions (task), products (output), timetable, milestones, the partners roles
- Definition of the maximum project budget in connection with the Work Packages: instrumental and human resource planning and related costs to implement the project activities.

### **Practical exercise**

Logical framework scheme (the general and specific objective, results, activities, indicators) and definition of the work packages (Work Packages – WP).

### **Technical and administrative aspects**

- Call for proposals Guidelines.
- Examination of the administrative documentation attached to the Guidelines.
- The award criteria: Relevance: Quality of Implementation, Impact / Dissemination, Quality of project teams and partnerships.

### **Analysis of potential issues**

- Successfully factors and recurrent errors in the proposal drafting
- The project communication strategy: successfully project languages.
- Applicants best practices

### **Practical exercise**

Instructions for completing the Application Form and its attachments

## **MODULE 3 – BUDGET**

The Third Module is dedicated to the strictly financial European projects and aims at providing to prepare a budget. The participants will be able to draft, coordinate and management the project budget.

### **Topics**

- Dissemination and communication

**NET EUROPEAN CONSULTING**

12, Rue de la Pépinière  
1000 Bruxelles  
Tel. +32 2 830 85 89  
Fax +32 2 830 85 90  
Web [www.neteconsulting.com](http://www.neteconsulting.com)

- EuropAid
- Financial issue and budget follow up transfer of Eu funds role of the coordinator
- How to draft a project budget

Project Lifecycle from the administrative and financial point of view

European project budget structure and cost categories>

Real costs, unit costs and lump sum

Financial Management of the project partnership

Assessment of project partners' financial reports

Preparation of Financial reports

Project Reporting: the Financial and Administrative report, the activity report

How to draft a project budget and exercise on personnel cost identification and break down

### **Practical Exercise**

Identification of direct contract management: definition of project activities, objectives and results, analysis of the activities and actions and identification of human and financial resources related to direct and indirect costs.

### **Methodology**

The approach used in the Master in European Project Planning and Management is highly practical, based on the expertise of the course trainers. The practical simulations are carried out for each topic analysed. The practical simulation also make use of the services, databases, and documentation made available, on-line, by the European Commission and its Agencies.

The methodology focuses on the practical management of the project cycle in the analysis of concrete situations. Each theoretical training sessions are combined with practical exercises, discussions, work group and the drafting of proposal.

### **Teaching materials and certification**

The Participants will receive a Certificate of Participation, accredited by Federpesca

USB stick containing all the material used during the lessons and additional supporting documentation

Practical manual for Eu Project Assistant.

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## Target group

The Master is open to participants from all over the world.

Pre requisites to access the Master course are: University Diploma or Degree.

- Consultants, freelancers who want to develop new business opportunities and cooperation.
- No-profit Associations, NGOs, foundations, International organizations.
- Managers, executives, officials of public bodies, local and regional offices in Europe.
- Staff of Universities, Research Centres, Institutes, and Training Centers.
- Staff associations, trade unions and business, development companies.
- Private and public companies;

The classroom will be up to 12 participants

Good knowledge of English. There is no age limit.

## Workshop

During the fourth day of the course the Participants will draft a proposal and its assessment of the project work in line with the Blue Growth Strategy.

In accordance with the content of the call of proposal used for the practical exercise an insider will be available for:

- Explain the domain proposed in the call of proposal;
- Introduce the different topics related to the content of the call of proposal giving theoretical and practical examples;
- Answer to the different questions concerning the call of proposal content.

The classroom will be up to 12 participants. Good knowledge of English. There is no age limit.

The overall cost of the training course is 786,50€



## Calendar

16th November -19th November 2015

25th November -28th November 2015

7th December -10th December 2015

14th December -17th December 2015

11th January -14th January 2016

Please click here for the registration: <http://www.neteconsulting.com/registration-form/>