

STRENGTHENING ENoP AS ACTOR IN SUPPORT OF DEMOCRATIC AND PLURALISTIC SOCIETIES

**CAPACITY BUILDING TRAINING ON EU PROJECT
MANAGEMENT: GENERAL CONDITIONS (EUROPEAID GRANT
PROJECTS)**

Draft Agenda | 04-05 May 2022 | Online

Wednesday, 04 May 2022

9:30-9:45	Welcome and Introduction of Participants
9:45-9:50	Objectives of the Training
9.50-10:00	Participant's Expectations (online survey)
10:00-10:30	Who is Who in the project context? Clarification on roles and responsibilities of actors (contracting authority, coordinator, co-beneficiary etc.)
10:30-10:40	Break
10:40-12:00	Project Contract and Annexes: <ul style="list-style-type: none"> - Binding documents; - Where to find which information?; - Important rules and regulations.
12:00-12:05	Break
12:05-12.30	Continuation
12:30-13:00	Visibility requirements

Thursday, 05 May 2022

9:30-10:30	Welcome and Introduction of Participants Budget Handling and Financial Implications: <ul style="list-style-type: none"> - Cost Categories; - Important Financial Rules; - Financial Report; - VAT Rules.
10:30-10:40	Break
10:40-11:15	Continuation
11:15-11:45	Special Cases: Financial Support to Third Parties
11:45-12:40	Reporting: <ul style="list-style-type: none"> - Narrative reporting; - Financial reporting; - Notification & Amendment; - Transfer of ownership.
12:40-12:45	Break
12:45-13:00	Wrap up Quiz & Feedback/Closing of Training