

## STRENGTHENING ENoP AS ACTOR IN SUPPORT OF DEMOCRATIC AND PLURALISTIC SOCIETIES

### CAPACITY BUILDING TRAINING ON PROJECT CYCLE MANAGEMENT

Draft Agenda | 20-21 June 2023 | Online

#### Tuesday, 20 June 2023

09:00 – 09:20	General Introduction
09:20 – 10:50	<b>Module 1:</b> The EU project cycle management <ul style="list-style-type: none"> <li>• Review the steps of the EC project cycle: programming, design, implementation and closure.</li> <li>• Provide the key explanation of the main documents within the public domain for each of the steps of the EC intervention cycle management.</li> <li>• Programming phase.</li> <li>• Assess how the EC intervention cycle connects with the project cycle of the participants' organisations.</li> <li>• Main differences between monitoring and evaluation</li> <li>• Grants contact and monitoring and evaluation at the centre of reporting process</li> </ul>
10:50 – 11:10	Break
11:10 – 12:40	<b>Module 2:</b> The logical framework approach and the budget <ul style="list-style-type: none"> <li>• Steps of what constitutes the logical framework approach.</li> <li>• Provide the key notions on how to draft a Logical Framework Matrix.</li> <li>• The results chain and the assumptions.</li> <li>• The indicators and the sources of verification.</li> <li>• How to elaborate a budget based on the logical framework matrix</li> </ul>
12:40 – 13:00	Overview of the 1 <sup>st</sup> day, Q&A

#### Wednesday, 21 June 2023

09:00 – 09:20	Recap of the Day 1
09:20 – 10:50	<b>Module 3:</b> Monitoring <ul style="list-style-type: none"> <li>• The concepts of relevance, efficiency, effectiveness, coherence, sustainability and impact of a project: criteria for the monitoring and the evaluation of your project.</li> </ul>

	<ul style="list-style-type: none"> <li>• Provide the main difference between monitoring and evaluation.</li> <li>• Step 1: The results chain; Step 2: Who needs to know what? Review the governance structure of your project; Step 3: What do you need to know? The importance of the indicators; Step 4: The information flow: who collects which data, analyse it and compiles the information for the reports</li> <li>• The sources of verification, milestones and the data collection</li> </ul>
10:50 – 11:10	Break
11:10 – 12:40	<b>Module 4:</b> How to design an external evaluation? <ul style="list-style-type: none"> <li>• Identify the questions to ask for an evaluation?</li> <li>• Review the different stages of project evaluation</li> </ul>
12:40 – 13:00	Overview of the 2 <sup>nd</sup> day, learning outcomes & exchange