UNIVERSITÀ
DEGLI STUDI DI MILANO-BICOCCA

COURSE SYLLABUS

Laboratorio per la Prova Finale - Turno C - La cooperazione internazionale dell'Unione Europea: dalla ricerca dei bandi alla formulazione, gestione, monitoraggio e valutazione finale del progetto

2627-2-F8702N021-F8702N02101-TC

Learning objectives

Starting from a brief historical review of the main themes and phases of the EU international cooperation strategy, the workshop intends to offer an overview of the EU main **funding opportunitie**s in the field of international development cooperation, and to porvide participants with a theretical and practical undersanding of the main project formulation methodologies used by the European Commission and other global and national donors, focused on the Project Cycle Management (PCM) approach and the Logical Framework Matrix. The proposed examples and exercises focuses mostly on the funds provided through Grants and Calls for proposals open to civil society organisations from the EU and from the partner countries, and on sustainable socioeconomic development issues.

The workshop participants will learn both theoretical content and practical tools for the identification of funding opportunities, the analysis of the Calls for Proposals, the setting up of the partnership, and the formulation of the project proposal. Further, the course will focus on the implementation phases of a project, thereby including the main management, monitoring, evaluation and reporting tools.

The workshop integrates lectures (for a total of approximately 8 hours) with interactive teaching and practical experiences (for a total of approximately 16 hours, corresponding to 2/3 of the Workshop’s duration) drawn from the trainer’s twenty-five-year experience in international cooperation project formulation and management, and foresees a strong interaction with and between the participants, and the use of study cases and exercises inspired by the participants’ peculiar expertise and interests.

Knowledge and understanding (D1)
Notwithstanding its limited duration (24 hours), the workshop provides participants with the fundamental theoretical foundations and key practical tools of Project Cycle Management, starting with an understanding of the objectives and priorities of the EU's international cooperation policy, through a critical reading of the Calls for proposals, and

culminating in the development of informed and coherent project proposals, in line with the Calls guidelines, and with the peculiar context in which the project proposal shall be realised.

Applying knowledge and understanding (D2)
Students will be made able to gradually experiment all the proposed Project formulation tools (the Stakeholder Analysis, the Problem Tree analysis, the Objective Tree analysis, and the Logical Framework matrix), and to apply them to specific EU Calls for proposals to possible project ideas aligned as much possible with the students' fields of interests and skills.

Making judgment (D3)
The Workshop encourages students to critically read and interpret the Call Guidelines and to develop project proposals in a manner consistent with these guidelines, yet creative and respectful of the specific context and beneficiaries of the project.
Communication Skills (D4)
Participants' communication skills will be tested in the written and oral presentation of the proposed exercises.

Learning Skills (D5)
The Workshop provides the theoretical and practical foundations for further deepening Project and EU Project formulation literature, and for gaining field experience, both as project designer, and manager.

Contents

The workshop agenda includes a brief historical excursus from the Treaties of Rome to the present day, followed by an overview of the main funding channels (grants, tenders for supplies and services, direct support to third countries' budgets, others) and on the thematic priorities of the EU programming and financial plan 2021-2027 and 2028-2034. The focus of the course will be on those EU funds that are delivered through open Calls for Proposals, via Grant contracts, and focus on socioeconomic and sustainable development issues.

During the course, participants will learn about the main approaches, techniques and tools for designing, managing and monitoring projects. A significant space is dedicated to the problems and objectives analysis and to the Logical Framework Matrix, which represent the main tools for effectively planning, implementing and monitoring a project intervention, ensuring its consistency with the desired objectives.

The teaching modes will foresee theoretical presentations complemented with practical exercises, group work, and sharing of experiences and reflections by the teacher and the participants. Examples of Calls for Proposals and Projects (in English language) will be proposed and analysed, in view to serve as a basis for participants to test themselves in the elaboration of the main Project formulation tools (context and stakeholder analysis, problem and objective tree, logical framework matrix, budget), individually and in small groups.

Detailed program

1. Introductory module
   The international partnership and development cooperation in the EU's multiannual political and financial framework (historical background, thematic and geographical areas, institutions)
   The strategic priorities of the EU international cooperation policy

2. The main typologies and financing lines in the field of international cooperation: where and how to identify funding opportunities
   The registration on the EU PADOR- Potential Applicant Data Online Registration's portal

3. The Project partnership

4. The search and assessment of the EU funds

5. The formulation of the Project proposal: the Project Cycle Management and the Logical Framework approach
   5.1 The Project identification phase: the Stakeholder Analysis
   5.2 The Project identification phase: the Problem Analysis
   5.3 The Project identification phase: the Objective Analysis Practical exercise in groups
   5.4 The Project formulation phase: the Logical Framework Matrix Practical exercise in groups
   5.5 The Project formulation phase: the Concept Note
   5.6 The Project formulation phase: the Full Proposal
   5.7 The Project formulation phase: the Budget for the Action
   5.8 The evaluation of the Project proposal

Practical exercise in groups

6. The Project implementation, evaluation and monitoring
   6.1 The Project award and funding
   6.2 The Grant Contract: main rules and contractual obligations
   6.3 The Project Manager: main competences, role, learning and career opportunities

7. The preparation of the technical and financial reports for the donor body (EU aimed to the interim and final evaluation

8. Conclusions

Prerequisites

An intermediate-level of knowledge of English is recommended, particularly as far as the comprehension of written texts is regarded (the majority of the EU external actions' documentation and the Project tools / samples proposed are in English). In most cases, EU calls for proposals are published in English or, in some cases, in French, Spanish, Portoguese, if these languages are spoken in the partner countries, beneficiaries of the intervention.

Teaching methods

The workshop includes the presentation of theoretical contents complemented with guided practical exercises that require individual involvement and group work. Coherently with the topics and learning goals addressed, the teacher will use traditional didactic tools, such as Power Point presentations, Word and Excel files. Navigation on the European Union's websites, participatory analysis of the Calls for Proposals' and the Grant Contracts' documentation, as well as practical exercises, drafting of key Project formulation tools, group work and feedback sessions are also foreseen. Some homework may be foreseen (in line with the lessons schedule)

Assessment methods

The evaluation consists in the proactive and constant participation in the workshop (24 hours), and in any case for a minimum of 18 hours.

Textbooks and Reading Materials

There is not a single, universal "EU project design manual," except for the one listed below, which is quite dated. Instead, it is recommended the consultaion of guides and tools available on the European Commission's websites or on other websources specialised in (EU) project design.

- European Commission https://ec.europa.eu/info/index_en
  • The EU Multiannual Financial Framework : https://ec.europa.eu/info/strategy/eu-budget/long-term-eu-budget/2021-2027/documents_en
  • The EC International Partnership Directorate - https://ec.europa.eu/info/departments/international-partnerships_en
  • The UN 2030 Agenda: https://unric.org/it/agenda-2030/
  • GUIDE TO GLOBAL EUROPE FUNDING 2021-2027: FOR CIVIL SOCIETY ORGANISATIONS) : https://concordeurope.org/?smd_process_download=1&download_id=23082
  • EC Project Cycle Management Manual (il Manuale è datato, 2004, ma resta l'edizione più completa, è scaricabile gratuitamente al seguente link https://international-partnerships.ec.europa.eu/system/files/2020-09/methodology-aid-delivery-methods-project-cycle-management-200403_en.pdf
  • Practical guide on contract procedures for European Union external action (PRAG) : https://www.info-cooperazione.it/wp-content/uploads/2018/09/ePrag-en-2018.0-1.pdf
  • Info Cooperazione, EU calls for proposals sectionE: https://www.info-cooperazione.it/2021/01/al-via-un-nuovo-ciclo-per-la-cooperazione-europea-ecco-cosa-cambia-alla-commissione/

Sustainable Development Goals

NO POVERTY | GENDER EQUALITY | DECENT WORK AND ECONOMIC GROWTH | REDUCED INEQUALITIES | SUSTAINABLE CITIES AND COMMUNITIES | CLIMATE ACTION | LIFE ON LAND | PARTNERSHIPS FOR THE GOALS