

**INTERACT** 

## Interreg Finance Management Camp

Interreg finance management camp  
20 – 23 March 2018 | Sofia, Bulgaria

**Robert Mazurkiewicz, Interact Programme**





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## Finance Management Camp Objectives

- Discuss all stages of an **Interreg project financial management cycle**, and identify the most challenging aspects that require programme officers' assistance and guidance.
- Identify ways of addressing the most challenging aspects in project financial management through **case study exercises**.
- Practice **plain language** and **presentation skills** to improve communication with project applicants and beneficiaries.

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## Some words about the agenda

| Day 1  | Day 2   | Day 3  | Day 4  |
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| <u>Morning</u>   | <u>Morning</u>  | <u>Morning</u>   | <u>Morning</u>   |
| 9.00 - 12.30<br>Introduction<br>Project idea generation<br>Eligibility rules | 8.45 - 12.30<br>Presentation skills<br>Budget planning            | 8.45 - 12.00<br>Financial management<br>Finance reporting<br>Eligibility of expenditures | 8.45 - 12.30<br>Audit<br>Financial corrections<br>Project closure<br>Peer review |
| <u>Afternoon</u>   | <u>Afternoon</u>  | <u>Afternoon</u>   |  |
| 13.30 - 17.00<br>Budget lines<br>Presentation skills<br><b>18.30 Dinner</b>  | 13.30 - 17.00<br>Contracting and start-up<br>Financial management | 13.00 - 16.30<br>Management verifications<br>Plain language                              | <b>12.30 Lunch</b><br><b>End of the event</b>                                    |

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**INTERACT** 

**Who are we?**

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**INTERACT** 

**Who are you?**

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**What would you specifically like to learn about?**




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**INTERACT** 

**Cooperation works**

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All materials will be available on:  
[www.interact-eu.net](http://www.interact-eu.net)

  
 European Regional Development Fund

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## Introduction to project management

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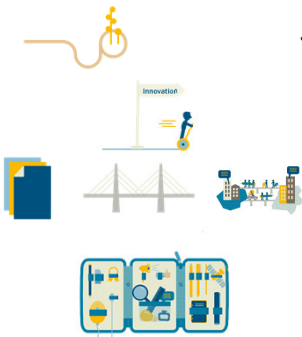
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## What is a project?



- Definite beginning and end
- Project goal(s)
- Unique result (product, service, other outcome)
- Budget (resources, time)

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**INTERACT** 

## What is a project?

- A project is a temporary endeavor with a unique goal and usually a budget.




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## What is project management (PM) about?

PM boils down to answering 4 questions about your project:

1. What **problem** are you solving? - 'You've got to be very careful if you don't know where you're going, because you might not get there'.
2. What is your **plan**? - workload, timeframe, resources, costs
3. How will you know **when you are done**? - clearly defined objectives, requirements, deliverables, success criteria
4. **How well** did the project go? - evaluation

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## What is project management about?

- Planning activities
- Organising resources
- Motivating people
- Controlling resources
- Setting in place procedures

**in order to**

achieve specific goals

at an agreed quality

within a specific timeframe

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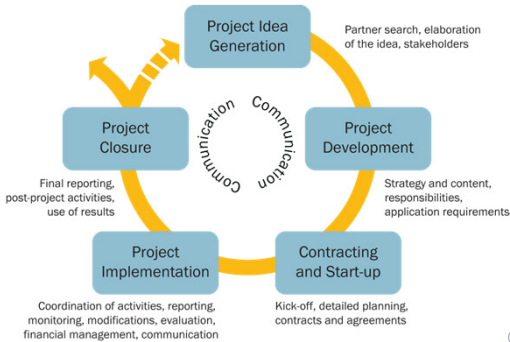
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## Project life cycle



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graph TD
    A[Project Idea Generation] --> B[Project Development]
    B --> C[Contracting and Start-up]
    C --> D[Project Implementation]
    D --> E[Project Closure]
    E --> A
    
```

**Project Idea Generation:** Partner search, elaboration of the idea, stakeholders

**Project Development:** Strategy and content, responsibilities, application requirements

**Contracting and Start-up:** Kick off, detailed planning, contracts and agreements

**Project Implementation:** Coordination of activities, reporting, monitoring, modifications, evaluation, financial management, communication

**Project Closure:** Final reporting, post-project activities, use of results

Communication

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### Cooperation works

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