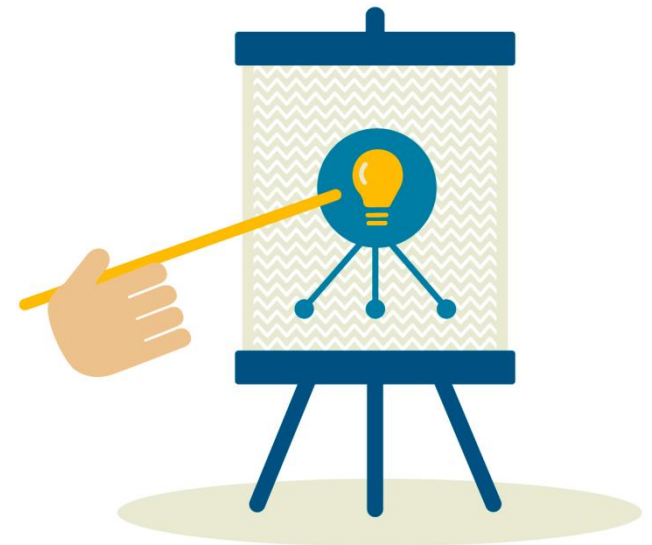


Project Closure

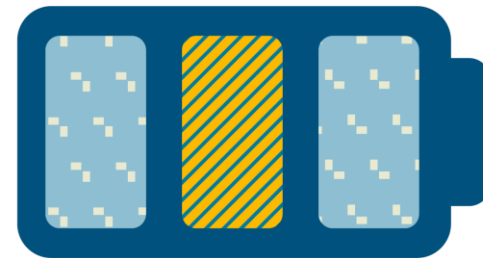
Project Management training
26-27 April 2018 | Malta

Tsveta Aleksandrova, Interact



Project closure – steps to be taken

- Plan closure;
 - Resources
 - Timing
 - Last reimbursement
- Finalise all project activities
- Communicate all results
- Accumulate project records
- Prepare final report

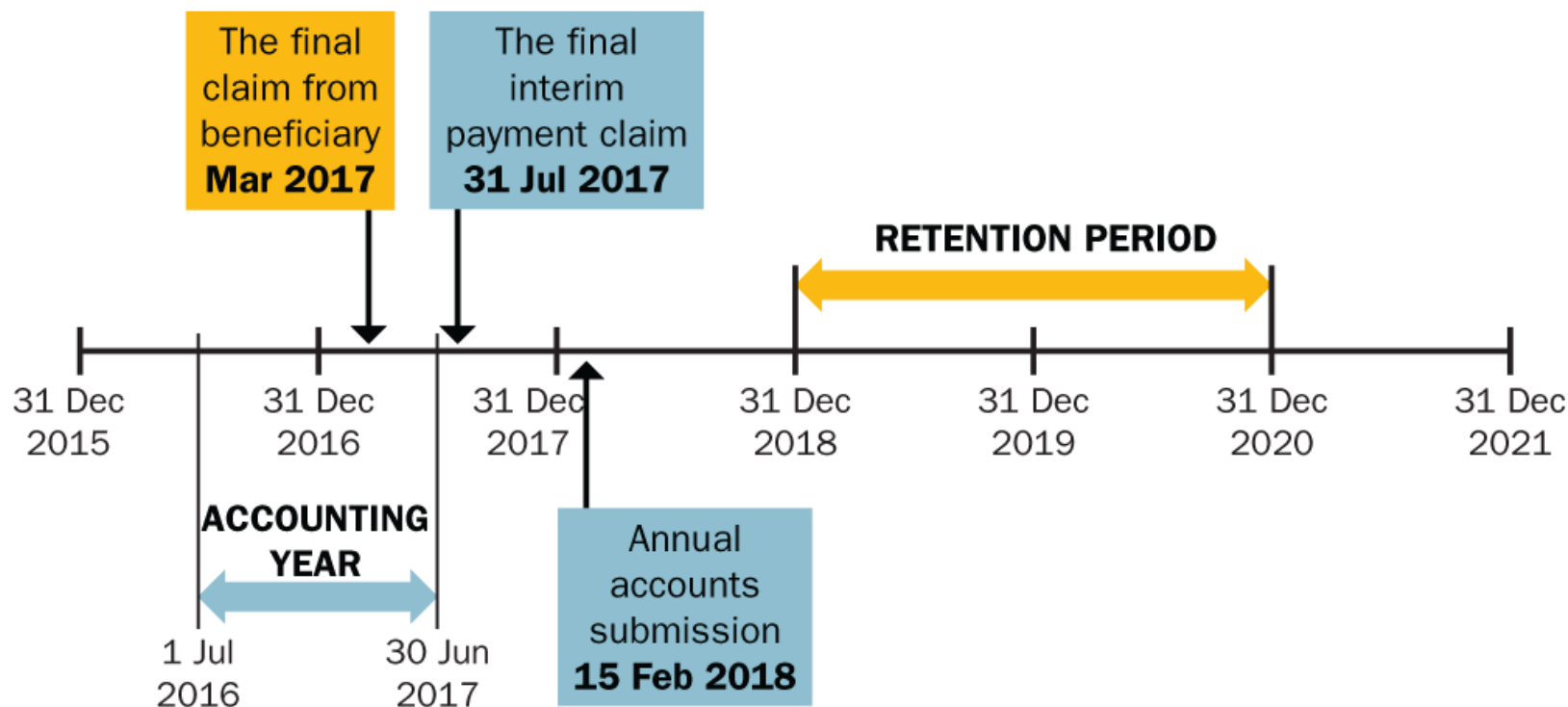


Obligations after project closure

- Retention of documents:
 - Programme rules – 2 or 3 years
 - If State Aid involved – 10 years
- Ownership of project deliverables
- Revenues
- Irregularities found after project closure



Retention of documents



Project legacy

- Ensuring that project activities have a lasting impact on project partner organisations and stakeholders
- Ensuring that project activities have a lasting impact on the wider programme area and beyond
- Trying to ensure that there is commitment and funding to take the next steps
- Taking into account programme supportive activities



Advice from projects already closed

- LP knows who to approach in partners institutions after the project closure
- Partners know all their obligations, and ensure there is staff ready to be approached should there be additional control
- Partners know about their obligations regarding paying back unduly paid funds, once irregularity is found after project closure.



Cooperation works

All materials will be available on:

www.interact-eu.net