

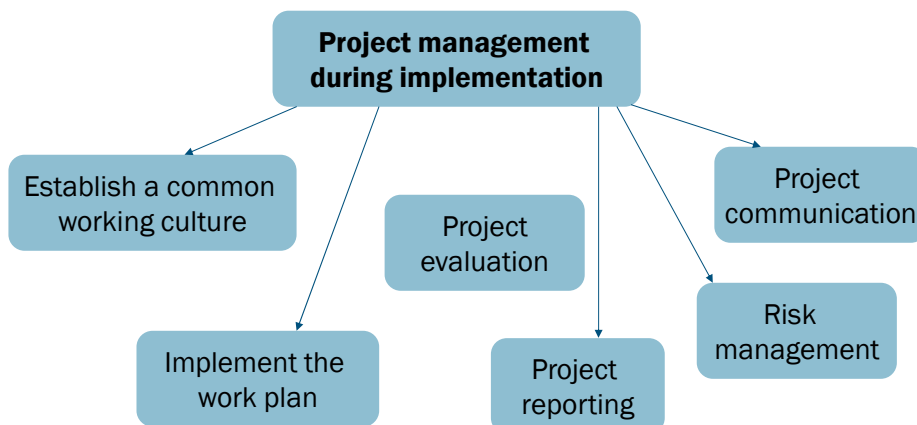
# Project implementation

Interreg Project Management Camp  
3-6 July 2018 | Wrocław, Poland

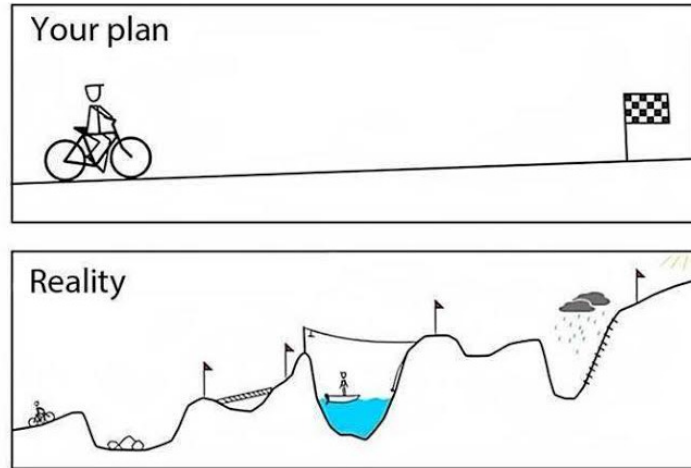
Robert Mazurkiewicz, Interact Programme



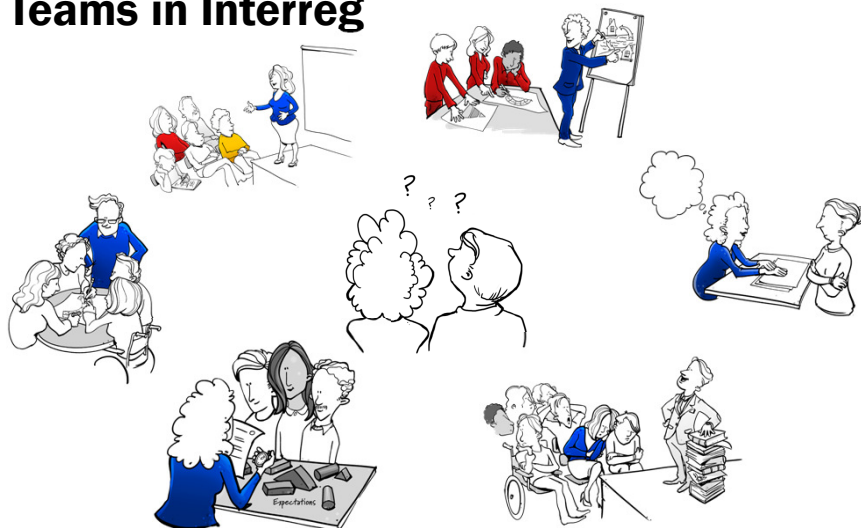
## What happens at this stage



## Planning versus reality

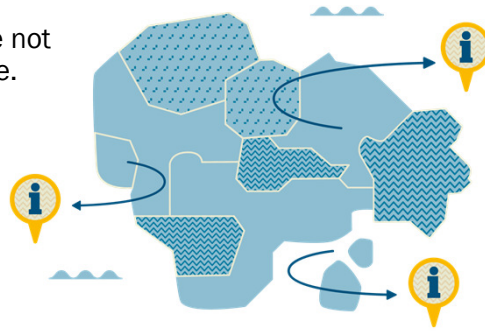


## Teams in Interreg



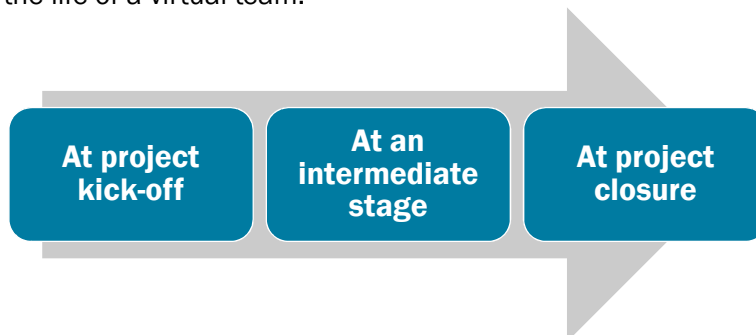
## Virtual team

Virtual team is a group of people who work together with a common purpose but are not located in the same place.



## Main challenge = trust building

The much-needed team cohesion for virtual teams can be encouraged if face-to-face meetings are held at three points in the life of a virtual team:



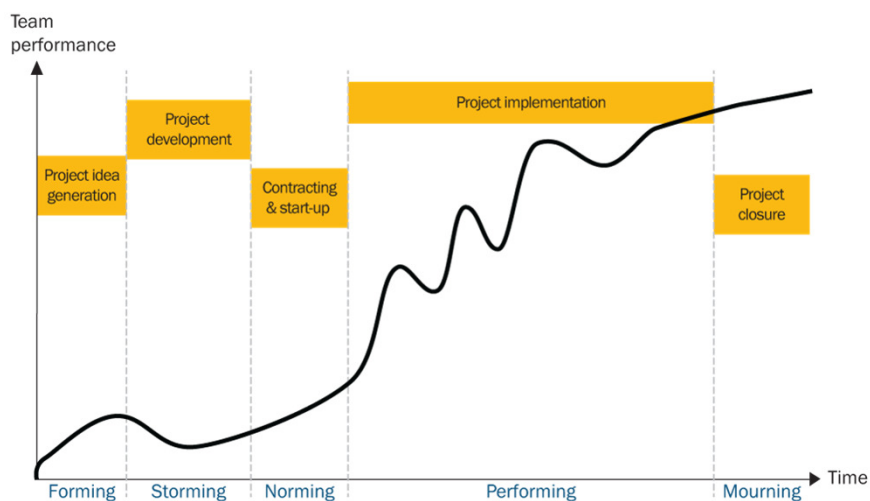


## Group work: Programme assistance to projects

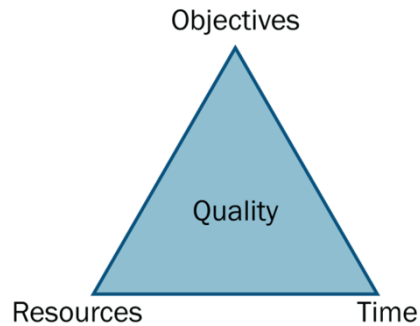
*“The joint secretariat shall ... assist beneficiaries in the implementation of operations.” (ETC Regulation, Article 23.2)*

1. Select one facilitator and two project challenges
2. Agree in the group what advice would you give to projects (20 min):
  - what they can do themselves
  - what can the programme do for them
3. Switch after the first round so each person can contribute to 4 challenges (2nd round = 10 min)
4. Add additional or sub-challenges that projects often struggle with

## Remember: Team development stages



## Implementation of the work plan



- Planning
- Implementing activities
- Keeping track
- Managing challenges
- Revising
- Communicating



## Internal partnership communication

- **What** needs to be communicated and why?
- **Who** needs to be informed?
- **When** and how often do they need to be informed?
- **How** should they be informed? What is the most appropriate medium?

## Managing risks

Risks are internal or external events that may occur during project implementation and could **threaten the achievement of project objectives** and the project as a whole.

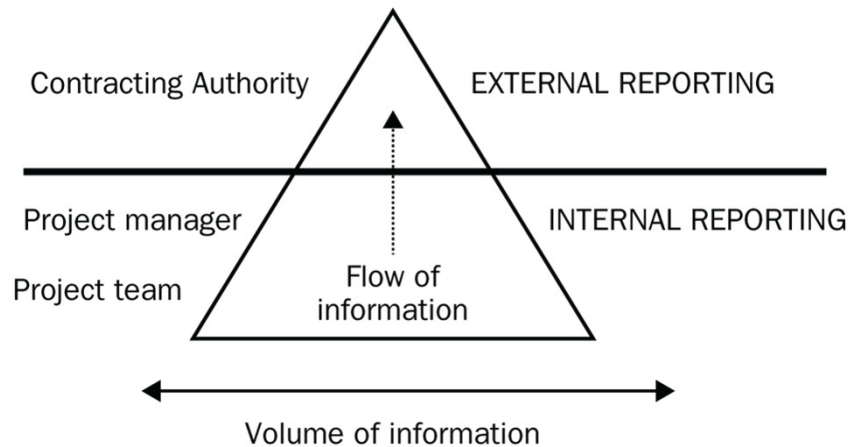


## Assess risks through a risk assessment matrix

Severity	Likelihood of occurrence				
Severity of consequence	1 Rare	2 Unlikely	3 Possible	4 Likely	5 Almost certain
5 Catastrophic	5	10	15	20	30
4 Major	4	8	12	16	20
3 Moderate	3	6	9	12	15
2 Minor	2	4	6	8	10
1 Negligible	1	2	3	4	5

- Tolerate this risk
- Treat on a case by case basis
- Treatment required
- In-depth treatment or terminate activity

## Project reporting



## Reporting tips

- Make it interesting, informative.
- Provide information that your audience needs.
- Limit it to the requested period.
- Compare actual performance with respect to the plan in the application form.
- Include no surprises (report problems).
- Don't forget final check.

## Project evaluation ...



- ... is NOT a legal requirement
- ... is a tool to measure your project performance
- ... should be seen as a learning exercise
- ... can be carried out during and after the project implementation

## Project monitoring – project evaluation

### Definition:

**Monitoring:** Ongoing analysis of project progress towards achieving planned outputs/results with the purpose of checking if the project is on track.

**Evaluation:** Assessment of the effectiveness, efficiency and impact of the project.

### Who:

**Monitoring:** internal management

**Evaluation:** internal and external experts

### When:

**Monitoring:** on-going during the implementation

**Evaluation:** mostly at the end of the project but also during the implementation (mid-term or on-going evaluation)



## Key features of a project evaluation

- What is the **purpose** of your evaluation?
- What exactly are you evaluating? What is the **object of evaluation and its scope**?
- Who does the project aim to deliver? Which **stakeholders** are involved in the evaluation?
- Who will carry out the evaluation? Will you use **internal or external evaluators**?
- What **methodology** will be used? Which evaluation questions and criteria will you use?

## What is the benefit for the **project** for carrying out an evaluation?

- **Accountability** - How well has the project used its resources and what has been its impact?
- **Implementation** - How efficiently was the project implemented?
- **Knowledge production** – What have we now learned about what works?
- **Planning/efficiency** - Was your project worth implementing?

## What is the benefit for the programme for carrying out a project evaluation?

- Additional data/information which the programme might need to collect
- Data on certain themes (TOs) across projects
- Outcomes of project evaluations might support the programme evaluation

## Common working culture

Culture is about **perception** and what is **accepted** and **familiar** to different people.

For example, emotions and rules are treated differently in different cultures.



**And the best way to create a global mindset is to take the best approaches of each culture to create a new culture.**

Cross cultural communication - Pellegrino Riccardi  
<https://www.youtube.com/watch?v=YMyofREc5Jk>

## **Cooperation works**

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All materials will be available on:

[www.interact-eu.net](http://www.interact-eu.net)