




INTERact 


Project Implementation – Financial Management

Interreg Finance Management Camp
6 - 9 November 2018 | Florence, Italy

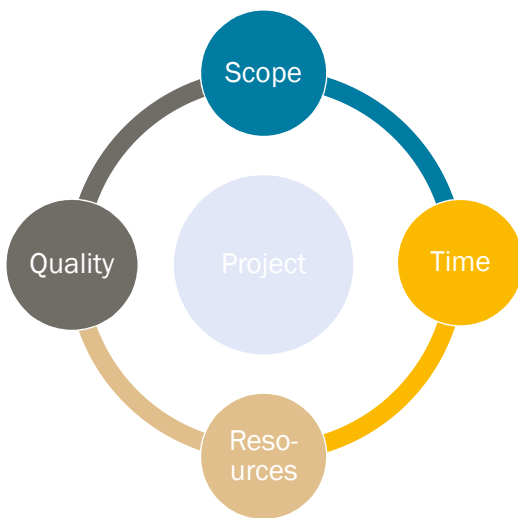
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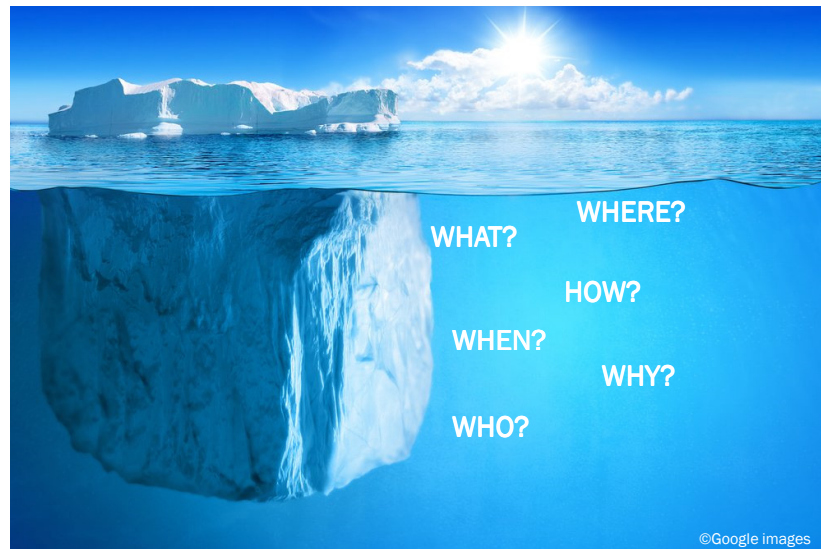
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Why a project goes off the rails...



The diagram illustrates the relationship between five key project management factors. At the center is a light blue circle labeled 'Project'. Surrounding it are four other circles: 'Scope' (top, blue), 'Time' (right, yellow), 'Resources' (bottom, brown), and 'Quality' (left, grey). These four outer circles are connected by a circular path, with each segment of the path matching the color of the circle it connects. The path starts at 'Scope' (blue), goes to 'Time' (yellow), then to 'Resources' (brown), then to 'Quality' (grey), and finally back to 'Scope' (blue).

Finding the root cause of the problem



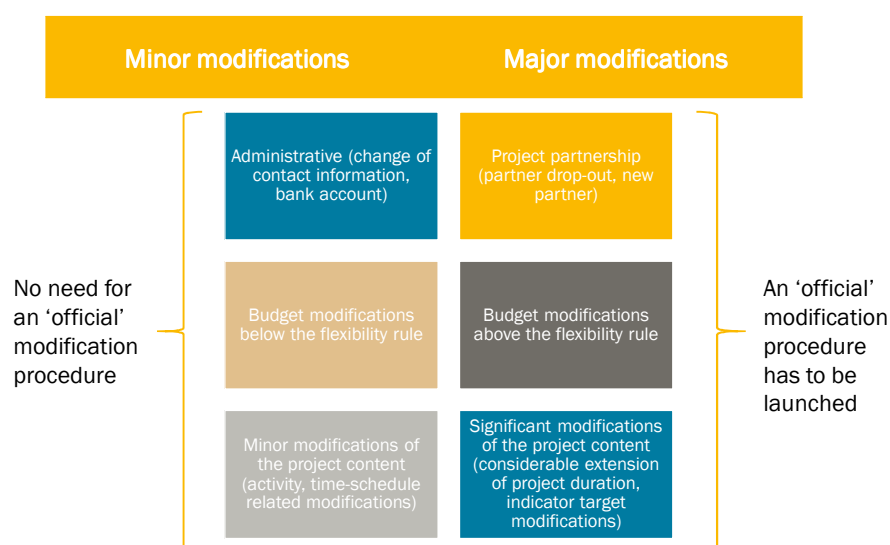
Investigating the need for a modification

- Is it really necessary to implement this modification?
- What should be done in order to avoid this modification?
- What is the nature of this modification (activity, partnership)?
- Who does it affect (1 partner, whole partnership)?
- Does it affect project budget?
- Does it affect project timeline?
- Is it dangerous for the delivery of some outputs or results?

Different levels of modifications

Deviation	Any departure from the original plan presented in the AF. Minor modifications from the work plan – do not require an 'official' change procedure
Delay	A period of time before an activity or delivery occurs, when the activity or delivery will take place later than originally planned. Departure from the time plan
Modification	Change of the agreed-upon project scope as defined by the approved AF

Types of project modifications

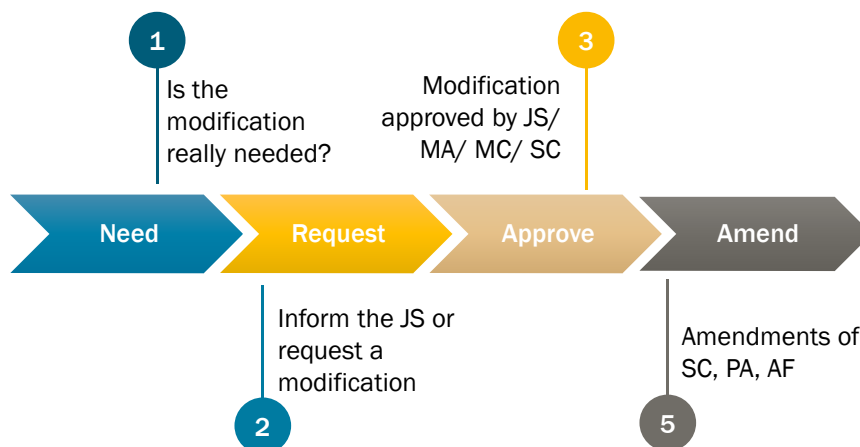


Budget modifications

- Budget line – budget line
- Work package – work package
- Project partner – project partner
- Mixture of the above

Budget flexibility rule – reallocation of a certain budget amount between BLs, WPs and sometimes PPs without having a request for a change

Project modification procedure



Exercise

Your task:

STEP 1. You are a lead partner:

- In groups, analyse the current situation of project implementation
- Prepare a request for change (write clearly!) that you will submit to the JS



Step 2. You are a JS:

- Check the request for change submitted by your project
- Decide on the next steps, programme bodies to be involved

How to avoid modifications?

- Define responsibilities and procedures for day-to-day management and coordination
- Involve partner finance managers from the start
- Make sure reporting procedure is clear
- Have in place risk and quality management
- Make sure communication within partnership is smooth, open and honest



Cooperation works

All materials will be available on:

www.interact-eu.net

