

profit organisations) involved in the planning and management of EU-funded development programmes and in selected areas of the EU environmental policy.

The course shall provide a general understanding of the necessary steps to be successful in getting funds from the EU and enable participants to actively participate in call for proposals launched by the European Commission and the EU Delegation for projects to be implemented in Albania or abroad. Moreover, participants will improve their capacity in preparing effective project proposals by using the logframe approach.

The second part of the training will focus on selected areas of the EU environmental policy - namely the EU Climate and Energy policy and 7th Environmental Action Programme - and enable participants to understand better how to get involved in the work on environmental policy at both the EU and national levels and monitor country's progress to comply with the EU requirements.

To this end, the following table defines more concrete learning objectives of the 3-day training session as follows:

Key elements of the 3-day training session									
Course objective/ General objective	After the 3-day training session, participants will benefit from a set of information and practical method(s) to better perform in presenting proposal to the EU and have better understanding how to get involved in the work on the environmental policy and decision-making processes at national and the EU levels.								
Learning objectives	<table border="1"> <thead> <tr> <th colspan="2">After this training, the participants will be able to :</th> </tr> </thead> <tbody> <tr> <td>Knowledge</td> <td> <ul style="list-style-type: none"> Describe main roles of the different EU Institutions Identify relevant EU funding opportunities and calls for proposals Find relevant documents and information for the preparation (and future implementation) of a project proposal Identify key information about the EU environmental policy, in particular the EU climate and energy policy and the 7th Environmental Action Programme </td> </tr> <tr> <td>Skills</td> <td> <ul style="list-style-type: none"> Select EU funding opportunities according to own organisation's mission and strategy Apply properly the logframe approach and its tools Prepare effective and relevant project proposals according to EU priorities Prepare advocacy actions to promote application of the EU environmental standards in Albania using the approximation process </td> </tr> <tr> <td>Attitudes</td> <td> <ul style="list-style-type: none"> Plan in advance the programs to be implemented according to EU funding opportunities Commit to adhere to the logframe approach for the preparation and implementation of EU-funded projects and other Donors requiring this set of methods Recognize the important role of CSOs in the </td> </tr> </tbody> </table>	After this training, the participants will be able to :		Knowledge	<ul style="list-style-type: none"> Describe main roles of the different EU Institutions Identify relevant EU funding opportunities and calls for proposals Find relevant documents and information for the preparation (and future implementation) of a project proposal Identify key information about the EU environmental policy, in particular the EU climate and energy policy and the 7th Environmental Action Programme 	Skills	<ul style="list-style-type: none"> Select EU funding opportunities according to own organisation's mission and strategy Apply properly the logframe approach and its tools Prepare effective and relevant project proposals according to EU priorities Prepare advocacy actions to promote application of the EU environmental standards in Albania using the approximation process 	Attitudes	<ul style="list-style-type: none"> Plan in advance the programs to be implemented according to EU funding opportunities Commit to adhere to the logframe approach for the preparation and implementation of EU-funded projects and other Donors requiring this set of methods Recognize the important role of CSOs in the
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		achievement of the goals established by the EU Climate and Energy policy and the 7 th Environmental Action Programme
Assessment	<p><u>During course:</u></p> <ul style="list-style-type: none"> Practical group works on several sessions – facilitators’ debriefing will show level of learning in terms of KSA (see above table) <p><u>End of course:</u></p> <ul style="list-style-type: none"> Evaluation – written and oral 	
Key topics	<ul style="list-style-type: none"> Adult / Experiential Learning & brain based learning Training methods Learning objectives Key elements of training & session design Link to application and evaluation 	

Assumptions

The course is designed for beginners and does not require a preliminary knowledge of the subject. On the other hand, it assume that participants do have a basic knowledge and experience on project design. It focuses on the main EU institutions involved in programming and funding system, the funding modalities available for CSOs, on the calls for proposals system and the preparation of the application for the participation in these calls.

The number of participants for this course is limited to maximum 25. In principle, **only one participant per organisation** will be accepted. However, in case where places will be still available, more than one person from the same organisation will be welcome. The course will be delivered in English

Hereafter we present the three day program:





Day 1	Content	Day 2	Content	Day 3	Content
1	<p>Introduction</p> <ul style="list-style-type: none"> Welcome and Introduction of participants Presentation of course objective <p>EU Institutions and the programming system</p> <ul style="list-style-type: none"> The role of the EC and other Institutions The EC project cycle: how the Commission allocate funds (instruments, action plans) 	5	<p>Recap</p> <p>Brief recap from day 1</p> <p>Design a project (key steps)</p> <ul style="list-style-type: none"> stakeholder analysis, problem analysis (problem tree) Identification of objectives Identification of activities and results Identification of indicators Identification of risks 	9	<p>Recap</p> <p>Brief recap from day 1</p> <p>The EU climate policy for the next 40 years</p> <ul style="list-style-type: none"> Introduction to the EU Climate policy What the EU Member States are doing to achieve EU Climate policy goals
2	<p>Get funds form the EU:</p> <ul style="list-style-type: none"> CSO envisaged strategic approach (roles and functions) Find relevant calls for proposals Main rules of Grants 	6	<p>Preparing a project proposal (key topics)</p> <ul style="list-style-type: none"> Workplan Budget Filling of an application 	10	<p>The EU climate policy for the next 40 years</p> <ul style="list-style-type: none"> Role of candidate and potential candidate countries Role of CSOs in this work and how to get involved
3	<p>Apply to a call a call for proposals</p> <ul style="list-style-type: none"> Main steps: use the guidelines for applicants Tips to fill in the application form Application process 	7	<p>Monitoring the EU environmental acquis in the new EU Member States:</p> <ul style="list-style-type: none"> Short introduction to the EU environmental <i>acquis</i> Progress so far Challenges in implementation 	11	<p>Living well, within the limits of our planet (7th Env. Action Programme)</p> <ul style="list-style-type: none"> Introduction to the new Programme What does it mean for EU Member States
4	<p>The logframe approach</p> <ul style="list-style-type: none"> Steps (problem, visioning, objectives) Tools (introduction) 	8	<p>Monitoring the EU environmental acquis in the new EU Member States:</p> <ul style="list-style-type: none"> EU's actions towards non implementation Role of CSOs in the follow-up process 	12	<p>Living well, within the limits of our planet (7th Env. Action Programme)</p> <ul style="list-style-type: none"> impact of the 7EAP to candidate and potential candidate countries role of NGOs in these policy areas and how to get involved



