

Interreg project assessment, monitoring and verification

Certified training

Total duration 22 October – 22 November 2024



In-person training

19-20 November 2024

Warsaw | Poland





Interreg project assessment, monitoring and verification Certified training, 22 October – 22 November 2024

Overview

This certified training is designed to provide participants with a comprehensive overview of the project assessment, monitoring and verification processes which would allow for projects to be effectively implemented at programme level. The focus of the training is on the daily work of a project and/or finance officer in an Interreg programme.

Who is it for?

The training is mainly aimed at beginners in the field of project assessment, monitoring and verification. It is designed for staff of various programme bodies such as managing authorities and joint secretariats, who want to learn the basics of these specific processes in Interreg project management.

What will I learn?

At the end of the training, learners should be familiar with performing objective assessment of project applications, effectively applying project monitoring and verification methods and links between them. In addition, they should be able to suggest solutions to the most common challenges projects have during implementation and have learned about the different approaches Interreg programmes apply to the same procedures (e.g., 1step - 2step assessment of project proposals etc.)

How long does the training take?

It typically takes 18 hours (within 1 month) to complete all the components of the Interreg project assessment, monitoring and verification certified training.

How do I get my certificate?

We issue your certificate when you have completed all the mandatory components of the training and have successfully completed a simple final task – a knowledge assessment task. Please note that this training involves **an in-person event 19-20 November 2024 in Warsaw, Poland which you must attend.**

Training structure

| Type of component | Title | Time | Status |
|------------------------|--|-------------------------------------|-----------|
| Online meeting | Introductory meeting | 22 October 2024, 10:00 – 11:00 CET | Mandatory |
| Self-paced learning | Interreg project assessment, monitoring and verification | 22 October – 18 November 2024 | Mandatory |
| Online meeting | Q&A session | 04 November 2024, 10:00 – 11:00 CET | Optional |
| In-person training | Practical experience | 19 - 20 November 2024 | Mandatory |
| Knowledge verification | Knowledge quiz | 20 - 22 November 2024 | Mandatory |
| Training Evaluation | Student feedback | until 22 November 2024 | Optional* |

* but important for our team



Interreg project assessment, monitoring and verification Certified training, 22 October – 22 November 2024

Day One

Tuesday, 19 November 2024

08.30 – 09.00

Registration and Welcome Coffee / Tea

09.00 – 10.30

Welcome and introduction

- Welcoming participants and practicalities
- Introducing the approach of the event and working agreement
- Introduction to the work of the project officers at a JS/MA

10.30 – 11:00

Coffee/Tea break

11.00 – 12.30

Project assessment in Interreg

- Assessment criteria and its appropriate use
- Hands on approaches to the assessment of the project applications

12.30 – 13.30

Lunch

13.30 – 15.00

Project assessment in Interreg – decision making

- Decisions and their consequences for projects
- Communication of the assessment outcome and the clarification process

15.00 – 15.30

Coffee/Tea break

15.30 – 17.00

Project implementation and monitoring in Interreg

- Support vs control
- Assistance during the project start-up phase
- Facilitating efficient reporting

Day Two

Wednesday, 20 November 2024

09.00 – 10.30

Project monitoring in Interreg - modifications

- Most common project modifications and their consequences

10.30 – 11.00

Coffee/Tea break

11.00 – 12.30

Management verifications

- From theory to practice: Who, why, when and what is verified?

12.30 – 13.30

Lunch

13.30 – 15.00

Knowledge verification & event closure