

# SCOs for practitioners

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**Certified training**

**Total duration 15 September 2025 – 26 November 2025**



**In-person training**

**25-26 November 2025**





## SCOs for practitioners

**Certified training, 15 September 2025 – 26 November 2025**

### Overview

This certified training offers a journey through the entire project life cycle with simplified cost options (SCOs). The training requires a bit of study and preparation at home, participation in interactive online meetings and finally the attendance to a two days in person event.

### Who is it for?

The training is designed for staff of different programme bodies (e.g., managing authorities, joint secretariats, controllers, audit authorities), who would like to expand their practical knowledge about SCOs.

### What will I learn?

By the end of the training, you will gain practical experience how to choose and justify different SCOs tailored to programme needs and capabilities. You will expand your knowledge on different SCOs combinations and experiences of SCOs application. Your skills will be expanded on how to work with SCOs at all stages of the project life cycle (communication to applicants, assessing project proposals with SCOs, implementing SCOs, verifying and auditing SCOs).

### How long does the training take?

The certified training will be delivered over the course of 3 months. It will take between 20-25 hours to complete all the components of the SCOs for practitioners certified training.

### How do I get my certificate?

We issue your certificate when you have completed all the mandatory components of the training. Please note that this training involves **an in-person event on 25-26 November 2025 in Prague (Czechia), which you must attend.**

### Training structure

Type of component	Title	Time	Status
Online meeting	Introductory meeting/ Task handover session	September 15, 09:30 – 12.30 CET	Mandatory
Self-paced learning	Plunging into SCOs; SCOs mastering	September 15 – November 28 2025	Optional
Online meetings	Q&A session	September 29, 09.30 – 11.30 CET October 13, 09.30 – 11.30 CET	Optional
Online meeting	Task submission session	October 27, 09:30 – 11:30 CET	Mandatory
In-person training	Practical experience	November 25-26 2025	Mandatory



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### Day One

**Wednesday, 25 November 2025**

**08.30 – 09.00**

Registration and Welcome Coffee / Tea

**09.00 – 09.30**

#### **Welcome and introduction.**

- Welcoming participants and practicalities
- Introducing the approach of the event and working agreement

**09.30 – 10.30**

#### **Group work 1 - Get your SCO portfolio consulted (part1)**

- RPG - group work

**10.30 – 11:00**

Coffee/Tea break

**11.00 – 12.30**

#### **Group work 1 - Get your SCO portfolio consulted (part2)**

- RPG - group work

**12.30 – 13.30**

Lunch

**13.30 – 15.00**

#### **Group work 2 - Get your SCO portfolio approved (part1)**

- RPG - group work

**15.00 – 15.30**

Coffee/Tea break

**15.30 – 17.00**

#### **Group work 2 - Get your SCO portfolio approved (part2)**

- RPG - group work

### Day Two

**Thursday , 26 November 2025**

**09.00 – 10.30**

#### **SCOs & projects assessment**

- focus on 40% FR and draft budget methodology
- Group work 3

**10.30 – 11.00**

Coffee/Tea break

**11.00 – 12.30**

#### **SCOs & implementation issues**

- focus on verification of final reports with the lump sum and project changes
- Group work 4

**12.30 – 13.30**

Lunch

**13.30 – 15.00**

#### **Wrap up & closure**