



Financial Management of European Territorial Cooperation Programmes (incl. public procurement)

+ Ad-hoc module: Introduction to the EGTC (European Grouping of Territorial Cooperation)

19-20 May 2009 | Hotel Campanile Krakow, ul. Św.Tomasza 34, Krakow, Poland

Outline

This Seminar is built on existing training seminars and presentations developed by INTERACT over the past two years.

The seminar has two main thematic focuses:

- Programme financial management (including the specific issue of public procurement)
- Introduction European Grouping of Territorial Cooperation

The first theme represents the core of the seminar, while EGTC will be treated as a short separate module in the afternoon of Day 2 (with optional participation).

1) Programme financial management

The seminar takes as its starting point the view that European Territorial Cooperation financial requirements can be used to promote quality and efficiency and thereby maximise the use of ERDF.

In particular, the seminar will provide an overview of important financial procedures required in the management of European Territorial Cooperation programmes. We will start from the basic requirements outlined in the regulations and look at how programmes have developed workable systems based on these as well as problems encountered by programmes. The seminar will provide a good introduction to the key points of financial management in European Territorial Cooperation programmes and allow participants the chance to gain an overview of practices across the three strands.

The content also builds on interviews and analyses of documents from a range of INTERREG programmes, projects, control bodies and other financial actors. The focus is on what works in practice rather than theory. Presentations and case studies allow participants to explore the issues faced in INTERREG, learn about common problems and get ideas of proposed solutions and methods.

The Regulations for the 2007-2013 funding period entail a number of changes and challenges for ETC programmes and projects. The seminar material has been tailored accordingly so that the most important aspects influencing financial management are discussed.

The seminar will largely follow the programme and project financial lifecycle with start up, running and closure.



Session 1.1

Day one will be organised around the main aspects of programme financial management:

- Programme start up and financial structures
- Avoiding decommitment, project start up and reporting
- Control and audit (main eligibility issues)
- Project and programme closure

Session 1.2

Due to the specific interest expressed, a specific session, within the Financial Management part, will be dedicated to the issue of public procurement. In this session, the main principles and requirements applying to public procurement in the context of European Territorial Cooperation will be presented, including mechanisms, roles and responsibilities, followed by case studies and practical examples. No reference to specific national rules will be made.

2) Ad-hoc module: Introduction to the EGTC

This ad-hoc session will be dedicated to an introductory presentation of this new community instrument, including the different possibilities offered by the EGTC in terms of European Territorial Cooperation project and programme management. The session will focus on practical aspects of the instrument, how to set up an EGTC, advantages and disadvantages.

Target groups

This seminar is targeted at relatively experienced staff working in Joint Technical Secretariats or Managing Authorities of cross-border programmes.

To ensure the quality of the seminar, the number of participants will be limited to a maximum of 35.

Working Language

English (no simultaneous translation will be provided).

Conditions for participation

Participation in this event is free of charge and includes refreshments and meals (lunch and coffee breaks as appropriate). After registering you will receive a confirmation via email. Prior to arranging your travel and accommodation, please wait for this confirmation.

Should you not be able to attend this event for any unforeseen occurrences, please cancel your participation at the latest 5 days before the event.

Please note that if you do not cancel on time, non-show costs may be charged to INTERACT, such as fees for the venue. In this case INTERACT might have to follow up and contact you. Thank you in advance for your understanding.



Agenda

Day one Tuesday 19 May 2009

08.30 - 09.00 *Registration and welcome coffee*

09.00 - 13.00 **Session 1.1. Programme start up and financial structures (incl. coffee break)**

Programme start up and financial structures

1. The importance of sound financial management
2. Financial structures, responsibilities and liabilities
3. Programme financial framework: Co-financing sources, funding rates, technical assistance budget

Avoiding decommitment, project start up and reporting

1. What are the ways of avoiding decommitment?
2. How can realistic project budgets be secured?
3. How can reporting systems help projects spend to plan and help in management of programme funds?

Including presentations and group exercises

13.00 - 14.00 Networking Lunch

14.00 - 17.30 **Session 1.1. (continued): (incl. coffee break)**

Project and programme implementation and control

1. What is the aim of First and Second Level Control?
2. Control and audit in practice
3. Eligibility in the programming period 2007-2013
4. How to deal with irregularities?

Project and programme closure

How to achieve swift and effective closure of projects and programmes:

1. How do projects claim final payments and what information needs to be retained?
2. Situations we want to avoid running into at programme closure

Including presentations and group exercises

17.30 End of Day one



Day two Wednesday 20 May 2009

08.30 - 09.00 *Registration*

09.00 - 12.30 **Session 1.2. Public procurement (incl. Coffee break)**

Principles and functioning

Case study exercise

12.30 - 13.30 Networking Lunch

13.30 - 15.30 **Ad-hoc module: Introduction to the EGTC (European Grouping of Territorial Cooperation) - for interested participants**

15.30 End of the Seminar

