



Financial Management of European Territorial Cooperation Programmes INTERACT Training Seminar

8-9 September 2009 | Center Evropa, Ljubljana (SI)

Outline

This is a repeat of a number of 2-day intensive training seminars organised by INTERACT across Europe. This event is organised with the support of the Representation of the European Commission in the Republic of Slovenia and the Government Office for Communications. and will take place in the premises of the "Center Evropa".

Objectives and content

The seminar will provide an overview of all the important financial procedures required in the management of European Territorial Cooperation programmes.

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.

Content will start from the basic requirements outlined in the regulations and look at how programmes have developed workable systems based on these and the common problems they have encountered. The seminar will therefore 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

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 (eligibility and irregularity issues)
- Project and programme closure

Session 2

Day 2 (morning session) 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.

Target groups

Priority will be given to relatively new programme staff from all European Territorial Cooperation strands (cross-border, transnational, interregional), who are involved in the financial management of programmes.

To ensure the quality of the seminar, the number of participants will be limited to a maximum of 30.

Working Language

English (no simultaneous translation will be provided)

Registration

Please register by 1 September at: <http://event.interact-eu.net/227138/987893/0/1602>

Agenda

Day one Tuesday 8 September 2009

08.30 - 09.00 Registration and welcome coffee

09.00 - 11.00 Session 1. Programme start up and financial structures

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
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11.00 - 11.20 Coffee break

11.20 - 13.00 Session 1. Programme start up and financial structures

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?

13.00 - 14.00	Networking Lunch
14.00 - 16.30	<p>Session 1. (continued)</p> <p><u>Project and programme implementation and control</u></p> <ol style="list-style-type: none"> 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?
16.30 - 16.50	Coffee break
16.50 - 17.30	<p>Session 1. (continued)</p> <p><u>Project and programme closure</u></p> <p>How to achieve swift and effective closure of projects and programmes:</p> <ol style="list-style-type: none"> 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
17.30	End of Day one

Day two Wednesday 9 September 2009

08.30 - 09.00	Registration
09.00 - 12.30	<p>Session 2. Public procurement (incl. Coffee break)</p> <ul style="list-style-type: none"> • Principles and functioning • Case study exercise
12.30 - 13.30	End of the Seminar, short lunch