



COMCEC
ProjectFunding

Briefing on Project Preparation and Submission Training

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July 4th, 2018

Agenda

(10:45 - 11:30) Presentations by previous Project Owners

(11:30 - 12:30) Training on Project Preparation and Submission

(12:30 - 14:00) Lunch

(14:00 - 15:30) Training on Project Preparation and Submission (con't)

(15:30 - 15:45) Coffee Break

(15:45 - 16:15) Feedback by the Trainers

Logistics

- Tourism & Financial Cooperation: Room "Gerbera"
- Trade & Poverty Alleviation: Room "Manolia I"
- Agriculture & Transport and Communications:
Room "Manolia II"

Presentations by Previous Project Owners

- The presentations will include;
 - Content and outcomes of the implemented project
 - Advice for project preparation and submission processes
 - Q & A Session
- A good opportunity to
 - Benefit from experiences of others who actually did this before
 - Discuss project ideas
 - Find project partners interested in similar topics

Training on Project Preparation and Submission

- Trainers will explain;
 - How to login and use the Online Project Submission System
 - What is expected in each section of the Project Fiche
- Each focal point will fill out a simplified version of the Project Fiche on paper as an exercise
- Feedback will be provided at the end of the training

Expected Outcomes of the Training

- Comprehending the rules and procedures for project preparation and submission
- Being familiar with the Online Project Submission System
- Thinking and consulting about potential projects for the next call
- Understanding what type of information should be provided in the project fiche and how should it be presented

Logistics

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Note: We will be back in this room after the training at about 16:15