



ATLANTIC AREA Transnational Programme
ESPACIO ATLÁNTICO Programa Transnacional
ESPACE ATLANTIQUE Programme Transnational
ESPAÇO ATLÂNTICO Programa Transnacional

Atlantic Area Transnational Cooperation Programme 2007-2013

Main Features of the Application Process

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Information Seminar
Porto, 2 March 2011

www.coop-atlantico.com



European Union

European Regional
Development Fund

Key Points

- Application Process from Idea to Approval
- Building Strong Partnerships
- Being Successful

A PROJECT DEFINITION

- Activities aimed at reaching a set of objectives within a fixed time and budget framework
- identified stakeholders & beneficiaries
- Coordination, management and financing arrangements
- A monitoring and evaluation system

Project Management

Ensures Projects

- Respect and contribute to programme and organisation's policy objectives
- Are relevant to strategy and to problems of target groups / beneficiaries
- Are feasible
- Are sustainable

Project Features

- SMART – Specific – Measurable – Accurate – Realistic – Timebound
- Demand driven
- Objective oriented
- Verifiable impact
- Emphasis on quality
- Look at sustainability

Standard Project Life

- Programming
- Identification
- Formulation
- Implementation (if approved)
- Evaluation & Audit

Preparing a Project

The Example of the Logical Framework

- Stakeholders analysis
- Problems analysis: identification of cause and effect relationship (problem tree)
- constraints and opportunities

SWOT analysis: Strength -Weaknesses - Opportunies - Threats,

- Objective analysis
- Strategy analysis

Birth of a project

- Idea
- Need
- Political will
- Looking for funding – Not sufficient !
- Previous national project to be extended to Atlantic Area
- Previous European Project/Partnership
- May be Bottom up or Top down

Using existing information and structures

- Use feasibility studies/sectoral studies/Needs analysis/Stakeholder analysis
- Use previous partnerships, cooperation networks, technical and institutional twinning, working groups etc.
- Stock-taking exercise: Research any previous study or cooperation at EU, National or Regional level

Using existing structures and information

- Gather information
- Form a Team
- Secure financial contributions
- Ensure Organisational and practical means are available
- Avoid repeating projects
- Avoid overlaps and duplications

Using existing information

- Consult the Atlantic Area website for previous projects
- Consult other Territorial Programmes website
- Consult European Commission websites
- Get relevant information at regional/national level
- Get into direct contact with key persons, (including your national correspondent – JTS) – But first read the applicants handbook.
- **Building** an application is NOT limited to desk work and Night Work

just before the deadline !

Human Resources

- Plan a team with the relevant skills and organisation:
- Project management- administration- Financial - Technical- Language- Meeting organisation
- Foresee Training If necessary
- This is valid for Lead Partner and all other Partners
- This ought to be done at application stage i.e. NOW

Partnership

- Often a weak point in terms of technical or geographical coverage
- Must be adapted to the specific project in terms of skills and competence/powers of the various organisations
- Securing coherent partnership means both contacting decision makers and technicians/administrators
- A letter of intent is a prerequisite but it is far from being sufficient

Partnership

- Use partners you know if relevant to the project
- Contact and meet new partners through effective channels (including institutional)
- Getting effective support from decision makers is vital
- Discard sleeping partners, they will ruin the project

Success Means

- Careful identification of project
- Solid Project design
- Proper information research
- Contacts with the right persons in the relevant organisations
- Use of existing structures and information
- Relevant, coherent and robust partnership
- Relevant human skills and teams

Success Means

- Project management skills
- Precise planning
- Accurate Budgeting
- Effective Communication plan
- Monitoring system with indicators
- Embedded sustainability & dissemination

Success also means

- Reading the Applicants Handbook
- Making use of the information provided today
- Complying with Admissibility criteria
- Being within the eligible priorities

Success also means

- Scoring high on the selection criteria

My Advice:

- Perform a self-evaluation using the criteria
Available in the handbook before submission!

Concluding note

- Good luck with you application
- Is LUCK really relevant here ?
- Now you have the answer !