

Matra Training for European Cooperation

(MTEC)

## **IPA in Croatia**

October 10<sup>th</sup> – 17<sup>th</sup> 2007



ECORYS Nederland BV

## Key Information

- Objective: Training Croatian participants in the implementation and management of IPA
- Period: October 10<sup>th</sup> - 17<sup>th</sup> 2007
- Location: Zadar, Croatia
- Accommodation: Hotel Kolovare, Zadar
- Target group: officials from Implementing Bodies (IB's) and Managing Authorities (MA's) in Croatia
- Participants: 50 in total, divided in two groups. Each group will be trained for four days (1st group: Wednesday- Saturday and 2nd group: Sunday- Wednesday)
- Information: atze.verkennis@ecorys.com

## Introduction

Croatia is in the process of becoming a member of the European Union. Part of the accession process is related to Chapter 21 of the Acquis, which deals with regional policy and more specifically to the preparation for Structural Funds. For many decades the European Union has been supporting lagging regions with funds to improve economic and social conditions in these regions. To harvest the benefits from future assistance provided by the Structural Funds, the Acceding and Candidate Countries will have to continue their preparations to create an effectively functioning institutional and legislative system as well as sufficient administrative capacity to manage the funds. To prepare for the Structural Funds the EU has introduced IPA, the Instrument for Pre-Accession. Croatia is starting with IPA this year.

Government officials are thus faced with the tremendous challenge of dealing with the Acquis and the new developments in the EU as well as simultaneously dealing with domestically related affairs they are faced with in their daily work. In these circumstances it will be very difficult for government officials to obtain all necessary knowledge concerning the European policies as well as the required skills enabling them to contribute to the social dialogue both on the national and EU level. This MTEC course on IPA, with a look ahead to Structural Funds, is designed to help officials from Croatia to prepare for the imminent IPA management and to efficiently and effectively adapt to the upcoming management of the Structural Funds.

The course is organised under the Matra programme of the Netherlands Ministry of Foreign Affairs. The objective of the Matra Training for European Cooperation (MTEC) training courses is to train public administrators and officials on matters relevant to joining the EU. The MTEC programme is executed by EVD/CROSS.

## Objectives of the course

The main objective of the course is to train ***the participants in the management of EU IPA mechanisms with a look ahead to Structural Fund mechanisms and to develop skills and attitudes necessary to play an active role in the development and implementation of national and European economic and social cohesion policies.***

The programme takes the participants through most stages of the policy life cycle, from programme management, implementation, communication to monitoring and evaluation and financial management and control, and will result in a robust group of well-trained executives in Croatia. The focus will be as much as possible on the implementation of the Structural Funds.

After the training, the participants will:

- Know about different actors and institutions in the decision making and legislative procedures in the EU, especially in the field of Cohesion policy;
- Have fundamental skills, for programme implementation such as project development, project appraisal, project selection, risk analysis and cost and benefit analysis;
- Have fundamental skills and knowledge on financial management and control;
- Know about the monitoring and evaluation in a EU Structural funds and IPA context;
- Be able to help create an appropriate Administrative Capacity to manage IPA in a way which is coherent and complementary to domestic policy efforts (i.e. ensure value added of EU assistance);
- Be able to and feel confident to play a role in the management of IPA and in the future of the Structural Funds policy life cycle.

### Approach of the course

ECORYS uses an interactive approach as much as possible. Basic texts will be provided to be studied by the participants. The training modules contain a mix of teaching and interactive work.

### Structure and contents of the course programme

A distinctive feature of the programme is the policy life cycle. The policy life cycle is a commonly accepted systematic approach to programming, programme and project elaboration, project implementation, evaluation, and corrective action.

The programme of the course includes different modules. They are part of a coherent framework (policy life cycle) and based on the same principles (e.g. logical framework). The accent in the programme will be on implementation and management skills. Intertwined to the content-related parts are activities targeted at skills improvement.

The modules include:

- *Introduction and overview*
  - Project Cycle Management and project pipeline management of IPA;
  - Role of institutions and coordination needed.
- *Project Generation, TA and communication*
  - Calls for proposals;
  - Guidelines for beneficiaries;
  - Communication and information;
  - Assistance extended by MAs and IBs to beneficiaries.

- *Project development and selection*
  - Factors for well designed projects;
  - Project design and LFA: assessing objectives and indicators;
  - Assessing the budget;
  - Co-financing (IPA and domestic);
  - Implementation arrangements;
  - Role and assistance of MAs and IBs in project development;
  - Methods for project appraisal;
  - Scoring-weighting-ranking (SWR) method and selection criteria for IPA projects.
  
- *Public procurement*
  - PRAG rules for procurement;
  - Elements of Tender dossier and ToR.
  
- *Financial management and control*
  - Drafting financial tables;
  - Audit trail;
  - Co-financing;
  - The control process.
  
- *Monitoring and Evaluation*
  - Differences between IPA and Structural Funds;
  - Establishing indicators;
  - The actors in the monitoring process;
  - Experiences with different monitoring systems;
  - Ex-ante, on-going and ex-post evaluation;
  - The functioning of a monitoring system;
  - Concrete examples.

## Organisation

### **ECORYS Nederland BV**

ECORYS Nederland BV is a fully independent applied economic research and advisory institute currently involved in many projects in various disciplines all over the world. ECORYS Nederland BV is specialised in economic strategy development, Structural Fund interventions, economic impact assessment, evaluations, programming and training.

ECORYS Nederland BV has large-scale practical experience in the EU Structural Funds in Western Europe and the New Member States. As a result it is aware of the major problems and potentials that arise during the implementation of Structural Funds. It is involved in numerous projects in Central and Eastern Europe for their pre-accession strategy, which includes the preparation for EU Structural Funds, IPA and the establishment of an institutional framework.

## Dates

The course will be held for two groups of 25 participants each, at Hotel Kolovare (Zadar, Croatia) from 10<sup>th</sup> October through to 17<sup>th</sup> October 2007. Each group will attend four days of training. Transport from Zagreb to Zadar and back will be provided for both groups of participants.

## Fees/Accommodation

The Netherlands Government will provide fellowships including costs such as travel, board and lodging, tuition fees and lecture materials insofar as included in the programme.

## Teaching Staff

The teaching staff will consist of:

- Staff Members from ECORYS Nederland BV;
- Staff Member from province of Flevoland (Dutch Objective 1 region);

## Admission Requirements

The course is designed for government officials from central level state bodies in charge of IPA management and/or of the Structural Funds management upon Croatia's accession to the EU. Based on submitted applications participants will be pre-selected by the Central Office for Development Strategy and Coordination of EU Funds (CODEF). ECORYS will be responsible for the final selection of candidates.

The maximum number of participants is 50, to be divided in two groups of 25 participants each. As the training will be interactive and delivered in English language without translation, a strong knowledge of written and spoken English is a condition for admission to the course.

## Applications

After the nominated candidates have shown their interest to participate, they will receive more information about the application procedure.

**Applicants who have been accepted for the course are expected to attend.**

## Information and course organisation

### **ECORYS Nederland BV Region, Strategy & Entrepreneurship**

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## More information on the courses developed under the MTEC programme

- For further information about the MTEC programme, please contact EVD/CROSS:

### **EVD/CROSS**

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