



## Training workshop for prospective applicants Preparing a project application under the EU Health Programme 2008 – 2013

**Date:** 8 – 9 February 2010

**Place:** Jean Monnet Building, Rue Alcide Gasperi, L2920 Luxembourg

**Objective:** to improve the quality of submitted project proposals to the 2008 – 2013 EU Health Programme. Workshop is targeted at European public health professionals who plan to submit a **project** proposal under the Call for proposals 2010.

Date	Time	Topic	Speaker
<b>DAY 1 Wed 13 Jan 2010</b>	13:00-13:15	Welcome, opening and presentation of the training objectives	DG SANCO
	13:15-14:00	New approaches for the implementation of the WP 2010	EAHC
	14:00-14:45	How to prepare a successful project proposal	External speaker
	14:45-15:10	Finding the right project partners	EAHC
	15:10-15:30	Disseminating the project findings	
	15:30-15:45	Coffee.	
	15:45-16:30	Assessing, by measuring and proving what was achieved	External speaker
	16:30-17:00	Practical exercise I: case analysis (group work)	EAHC and external speaker
	17:00-18:00	Results of case analysis: plenary	EAHC
<b>DAY 2 Thu 14 Jan 2010</b>	09:00-09:30	Calls for tenders	EAHC
	9:30-10:00	Coordinating and managing finances	EAHC
	10:00-10:30	Experience from a project coordinator- managing project's finances and administration	External speaker
	10:30-10:45	Coffee	
	10:45-11:15	Practical exercise II: financial analysis	EAHC
	11:15-12:00	Plenary review of financial annex exercise	EAHC
	12:00-13:00	Lunch	
	13:00-14:00	The evaluation process	EAHC
	14:00-14:45	Practical exercise III: Peer evaluation of project proposals	EAHC
	14:45-15:00	Coffee	
	15:00-15:30	Simulating an evaluation ranking	EAHC
	15:30-16:00	Evaluation of the workshop and feed back from the participants	
		Closing of the training	

**Note** that participants will have to cover the costs of their travel and stay in Luxembourg. Neither EAHC nor DG SANCO can provide financial support to the participation of the workshop.