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TOOLKIT TRAINING ON PROJECT DESIGN AND MANAGEMENT

National University of Laos January 15th 2020

PROGRAM OUTLINE



MAIN GOALS

- sharing best practices, expertise in the management of international projects
- rising awareness on the potential and the positive/negative impact of international projects and envisaging strategies to better exploit them

LEARNING OBJECTIVES

- training a group of experts that can set up or reinforce a service unit dedicated to project design and management
- enhancing IRO staff capacity in identifying relevant funding opportunities, drafting successful applications and effectively developing projects' objectives



PROGRAM OUTLINE



METHODOLOGY

The training will employ a "case study" method and be based on team work, analysis of project documentations, practical exercises and discussions

TRAINEES

3 people from Asian partners. They should be IRO staff or faculty members holding a position in the International Relations Affairs or in Fundraising
They are expected to train other colleagues, sharing with them tools and best practices



PROGRAM OUTLINE



WHEN

JUNE 2020 FOR 8 WORKING DAYS

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TRAINING CONTENTS



organizational models

- supporting services: offices, roles, competences and skills
- how to analyze calls for proposal and disseminate this information among departments

International funding

- comparing different funding resources
- EU funding schemes
- matching university's interests with funding opportunities

successful proposals

- drafting clear concept notes, logical frameworks, work packages and analyzing different application templates
- building up international networks,

actual implementation of a projects

- financial management, cooperation/communication mechanism with partners, reporting, assessing and monitoring results

