

## Applying for and implementing EU funded projects: presentation of the EC call for proposals on judicial training 2021

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### AGENDA

**17-18 MARCH 2021**

Online

Activity Coordinator: Cornelia Riehle, Academy of European Law



This training will

- analyse how to best develop a project concept to be handed-in under the [current call for proposals on judicial training of the European Commission](#);
- set out how to fill-in the official templates, forms and platforms to apply under the current call;
- explain how to draft the project's budget and monitoring its execution;
- provide a platform for debate on topical issues of the current call for proposal on judicial training;
- promote contacts between EJTN Members involved in the preparation and/ or implementation of EU funded projects' contents and budget;
- offer feedback on the current call by the European Commission.

The training is designed to be practice-oriented offering presentations and workshops in which active participation is encouraged.

The training is targeted at representatives of EJTN Members involved in the preparation and/or implementation of EU funded projects' contents and budget.

**Language:** English

**Wednesday, 17 March 2021**

13:45 (*Brussels time*): Registration on the platform  
*Giulia Carpentieri*

14:00 Opening of the seminar, welcome words





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*Markus Brückner  
Carmen Domuta  
Cornelia Riehle*

**14:15 Assessing participants' experience with applying under the EC's call for proposal on judicial training (outcome of the questionnaire)**

*Exchange with the participants  
Moderator: Cornelia Riehle*

**14:45 From the project idea to its implementation**

*Moderator: Cornelia Riehle  
Speaker: Mathilde Girardi*

At the heart of the presentation will be an illustration of what needs to be considered when deciding on whether or not to hand in a project for co-financing under the given call for proposal. What must be considered already at the application phase to avoid a rude awakening in the implementation phase? We will look at questions such as what type of project is suitable, what is the role of the partners, what is to be expected from my institution with regard to financial and human resources? Are there any 'hidden' tasks such as reporting?

15:15 Break

**15:30 Workshop I: Using the official templates, forms and platforms**

*Moderator: Mathilde Girardi  
Speaker: Cornelia Riehle*

This workshop will take a detailed look at the forms, templates and platforms to be filled-in to file an application for co-financing. We will begin with a short overview and introduction to the different tools. In the following, we will outline the most important features of the call's application form as well as the forms for reporting to be filled-in after the implementation of the project. Furthermore, we will look at the registration on the EU's Funding and Tenders Portal and give advice on best practice on how to use the participant portal.

16:00 Break

**16:15 Workshop II:  
Drafting the project's budget and monitoring its execution**



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*Moderator: Cornelia Riehle*

*Speaker: Patricia Moragues*

This workshop will look at the budgetary issues of a project seeking co-financing under the current call for proposal on judicial training of the European Commission. Next to an introduction to the key features of the financial guidelines of the call for proposals, we will look at the development of a project, from drafting the idea to its implementation and final reporting from a financial perspective. How to make sure that the concept of the project and its financial implementation go hand in hand? How do they influence each other? Are there any hidden costs to be considered? Finally, we will take a look at the budget forms to be filled-in.

17:00 End of the first day

### **Thursday, 18 March 2021**

*Moderator: Cornelia Riehle*

09:30 **Presentation of the upcoming funding opportunities, Under the Justice programme** (and under the Citizens, Equality, Rights and Values (CERV) programme)

*Emmanuelle Cretin-Magand*

**Presentation of the grant management process**

*Barbara Bednarz*

**Questions and answers**

*Emmanuelle Cretin-Magand*

*Barbara Bednarz*

*Jelena Magermane*

10:30 Coffee break

10:45 **Dos and Don'ts of European judicial training projects**

*Emmanuelle Cretin-Magand*



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**11:45 Presentation of the EJTN's Exchange of information platform on European Commission's calls for proposals**

*Carmen Domuta*

**12:00 Assessment of the training and closing remarks**

*Cornelia Riehle*

*Markus Brückner*

12:30 End of the training

**Speakers and moderators:**

- *Markus BRÜCKNER, Secretary General, EJTN*
- *Carmen DOMUTA, Head of Programmes Unit, EJTN*
- *Giulia CARPENTIERI, Project manager, EJTN*
- *Cornelia RIEHLE, Deputy Head of Section, European Criminal Law, ERA*
- *Mathilde GIRARDI, Project manager, International Department, ENM*
- *Patricia MORAGUES, Head of Unit in the External and Institutional Relations Department, CGPJ*
- *Emmanuelle CRETIN-MAGAND, Team Leader, Unit JUST.B1 General criminal law and Judicial Training Unit, DG JUST, European Commission*
- *Barbara BEDNARZ, Programme assistant, DG JUST.04, European Commission*
- *Jelena MAGERMANE, Policy officer, DG JUST.04, European Commission*



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