



SEMINAR 2

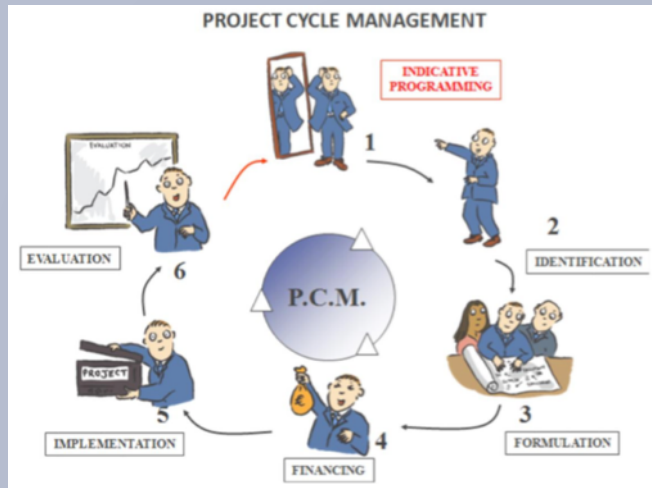
PCM AND PROJECT DEVELOPMENT WITHIN SERN

NEW PROJECT PROPOSALS METHODOLOGY

As from January 2018

NEW PROJECT PROPOSALS METHODOLOGY

Non-structured project proposals



Step-by-step process following the PCM

Structured project proposals

PROMOTER: SERN
CONTACTS: Nicola Catellani (nicola.catellani@sern.eu)
INTERESTED SERN PARTNER(S):
OTHER INTERESTED PARTNER(S): Confederation of Spanish schools (CECE) (ES)
SUGGESTED EU PROGRAMME: KA2 – Strategic Partnership (Innovation) – **Deadline for submission: 21st March 2018**
PROFILE OF THE PARTNER(S) SEARCHED: Lower secondary Schools, Local Authorities, Universities
DEADLINE TO EXPRESS INTEREST AT THE SERN SECRETARIAT: **15 February 2018**

BACKGROUND:

The project starts off from the need to design a certification process to support schools in developing and effective inclusion policy to create on the one hand, a good atmosphere at school and, on the other hand, to counteract discrimination and exclusion for fragile groups of students.

OBJECTIVES

Main objective: The general aim is to develop an innovative process of certification of inclusion in lower secondary schools aimed at increase quality through a self-evaluation process, reflection and development customised measures aimed at the inclusion of fragile groups.

Specific objectives:

- To increase teachers' and school staff skills on inclusion strategies
- To increase skills and abilities in dealing with conflicts based on social exclusion at school
- To transform school context in a place for non violent problem solving
- To Prevent (or decrease) cases of exclusion of the project target groups

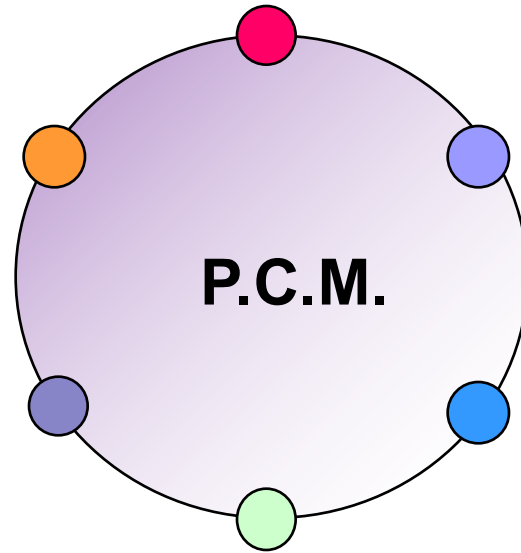
ACTIVITIES:

The project will address three main target groups:

- 1) students affected by disabilities
- 2) students with a different ethnical background
- 3) student with a diverse sexual orientation.

Main aspects already defined

Project Cycle Management is a method through which defining common **management activities** and **decisions-making** procedures used during the project life cycle



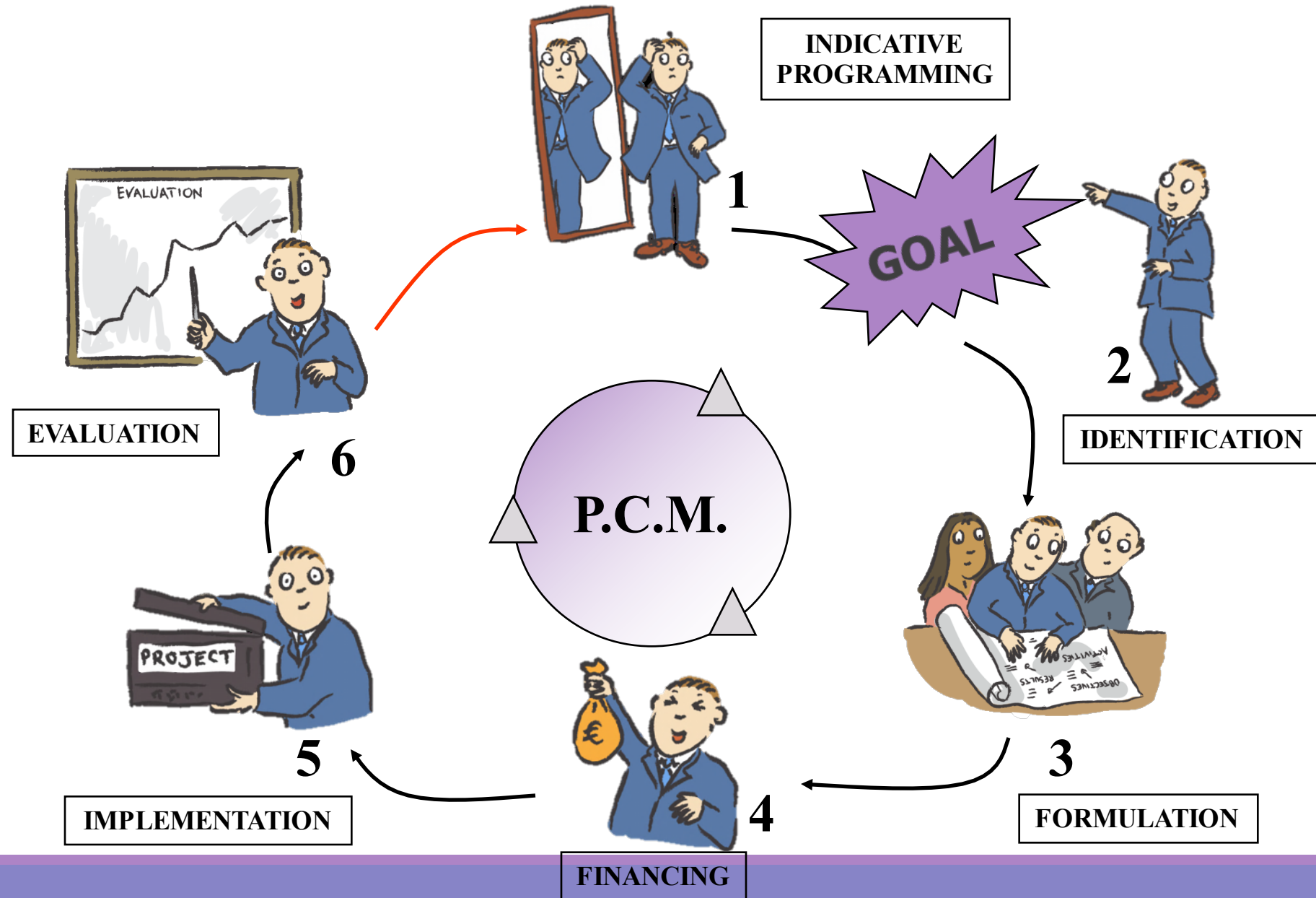
The purpose of PCM is to do
the right thing
at the right moment

PROJECT CYCLE MANAGEMENT

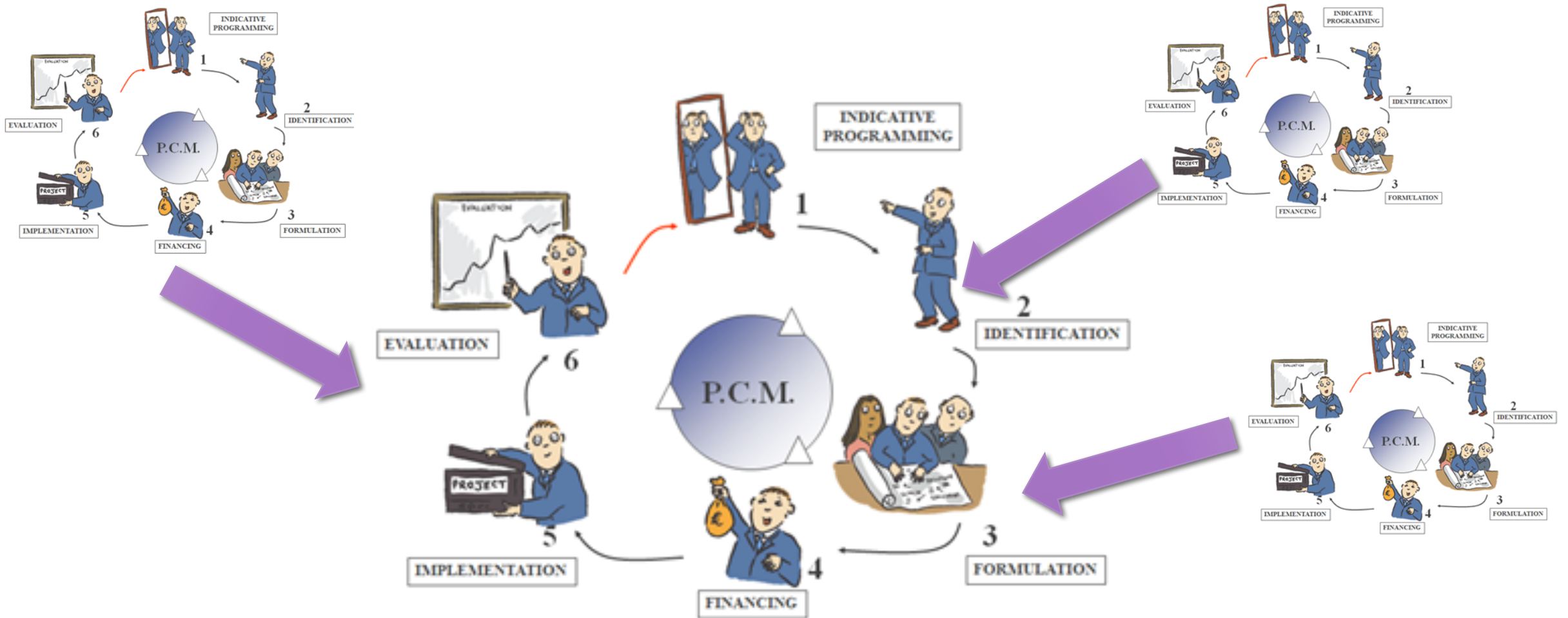


Which are the key phases of the Project Cycle?
How many are they? What belongs to each?

PROJECT CYCLE MANAGEMENT



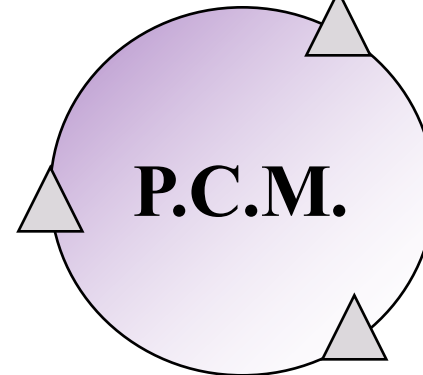
POLICY CYCLE AND PCM



FOUNDING PHASES

1 Who?

**INDICATIVE
PROGRAMMING**



3 How?

FORMULATION



2 What?

IDENTIFICATION

STEP BY STEP PROJECT PROPOSALS

STEP 1: Fill in the “indicative programming” form with an analysis of your local contexts The most relevant aspects in relation to the theme. (Ask the form to the secretariat or download it from the website)

STEP 2: Send the indicative programming form by e-mail to secretariat@sern.eu

STEP 3: The Secretariat will circulate among all SERN members

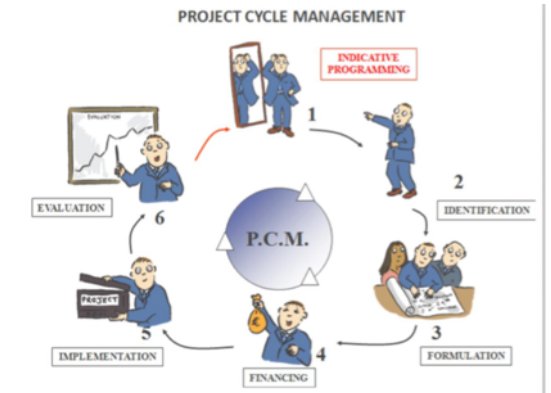
STEP 4: Once at least 3 organizations representing both countries confirm their interest and fill in the same form, the secretariat create an online working space produces a preliminary common thematic and asks the organizations to verify it locally

STEP 5: a group meeting is arranged in one of the following occasions:

SERN
General Assembly

SERN
Executive Board

Dedicated project
groups meeting



INDICATIVE PROGRAMMING ANSWERS THE NEED TO CLARIFY

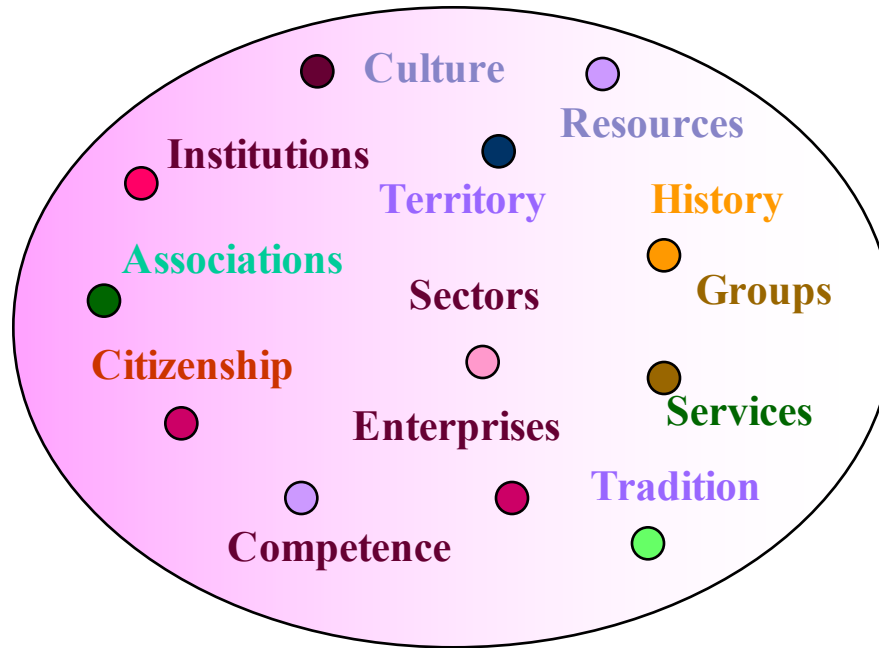
1. WHO ARE WE
What characterizes our local context and why we are interested in the topic/theme

2. WHAT CAN WE SHARE
Which aspects of the theme respond to a shared need for exchange and deepening

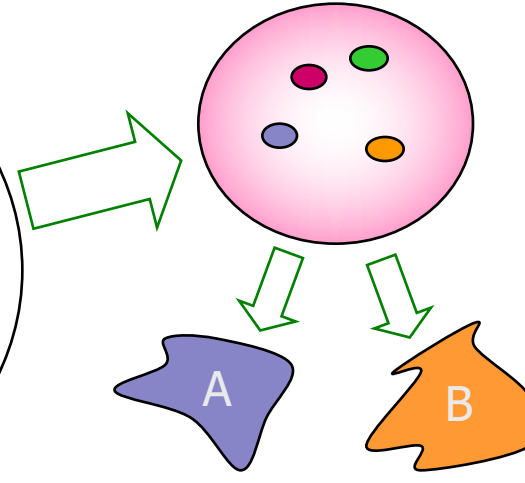
3. WITH WHOM
Which other local actors (social, educational, institutional etc.) could usefully contribute to enrich the exchange

WHO ARE WE

1 My context



2 Local interest for the theme



3 Thematic aspects

Contents

**What characterizes my reality?
To what local interests is the theme related?
For which aspects is it relevant?**



Project Group Proposal Step by step INDICATIVE PROGRAMMING



SERN Thematic area:

Theme:

Promoter ☐ **Partner** ☐

Name of the organization:

Name of the participant:

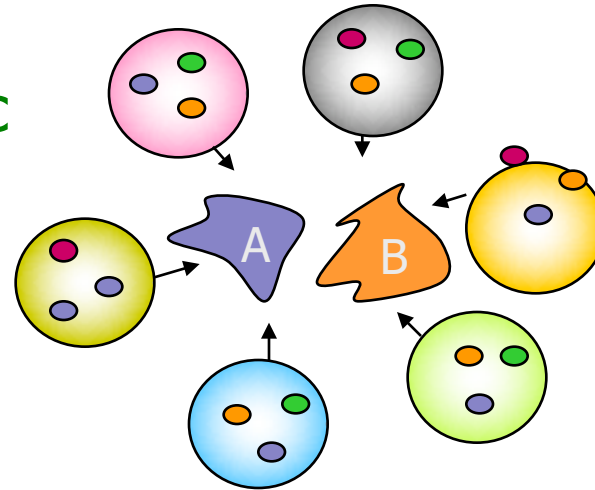
Contact information:

Describe your local context in relation to the general theme (a general description about your municipality/area and aimed at making understand the other potential partners "who you are"):

WHAT CAN WE SHARE

1

Thematic
aspects

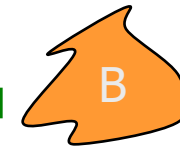
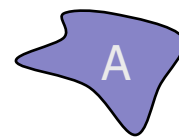


Which are most important ?



2

Relevant
Issues



STEP BY STEP PROJECT PROPOSALS

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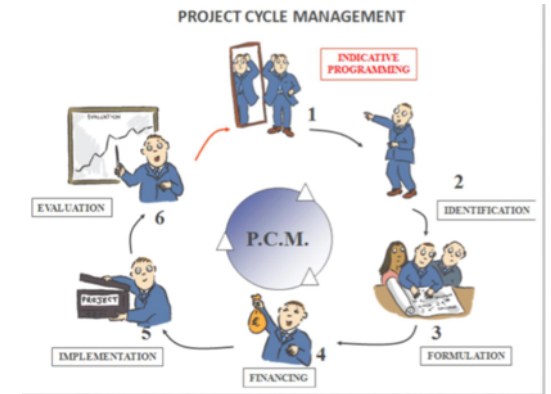
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INDICATIVE PROGRAMMING

Verification Form

STEP 1 & 2	<i>The following sections (in grey) should be filled jointly by the work group</i>			
PROJECT <i>Suggested title</i>				
PARTICIPATING SERN ORGANIZATIONS <i>Organization /Country</i>			3.	
REPRESENTATIVE & CONTACT <i>Name E-mail/phone</i>				
EU PROGRAMME				
EU Priority(ies) addressed:				
COMMON THEMATIC FRAMEWORK /RATIONALE	<i>Thematic Framework/ Rationale</i>			

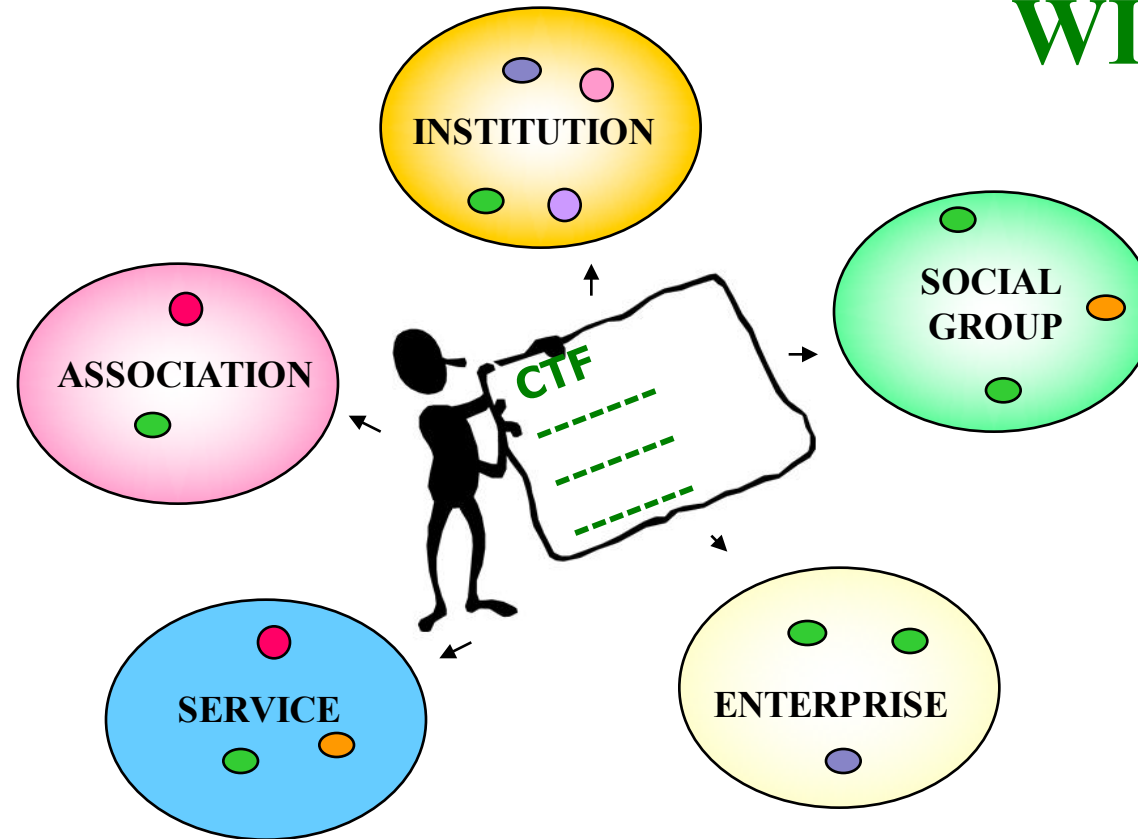
A Common Thematic Framework

1. A Common Thematic Framework (CTF) builds on the capacity to interrelate the different needs and experiences tied to the theme
2. It should be sufficiently INCLUSIVE to allow each partner to identify itself with it, and sufficiently EXCLUSIVE to avoid a too broad and generic focus on the theme

	LOCAL FEEDBACK (POLITICAL REPRESENTATIVES AND RELEVANT CIVIL SERVANTS) 1-5
	<i>1. How relevant is the theme to the local political agenda. Why?</i>
	<i>2. What political commitment and participation will be ensured, by whom, <u>and</u> in what form?</i>
	<i>3. To what extent is the organization informed and aware regarding what this EU funded initiative implies?</i>
	<i>4. What further information and knowledge would it require?</i>
<i>5. Has the central issue been properly focussed by the project group?</i>	

**Who should be consulted and/or involved?
Who could benefit ?**

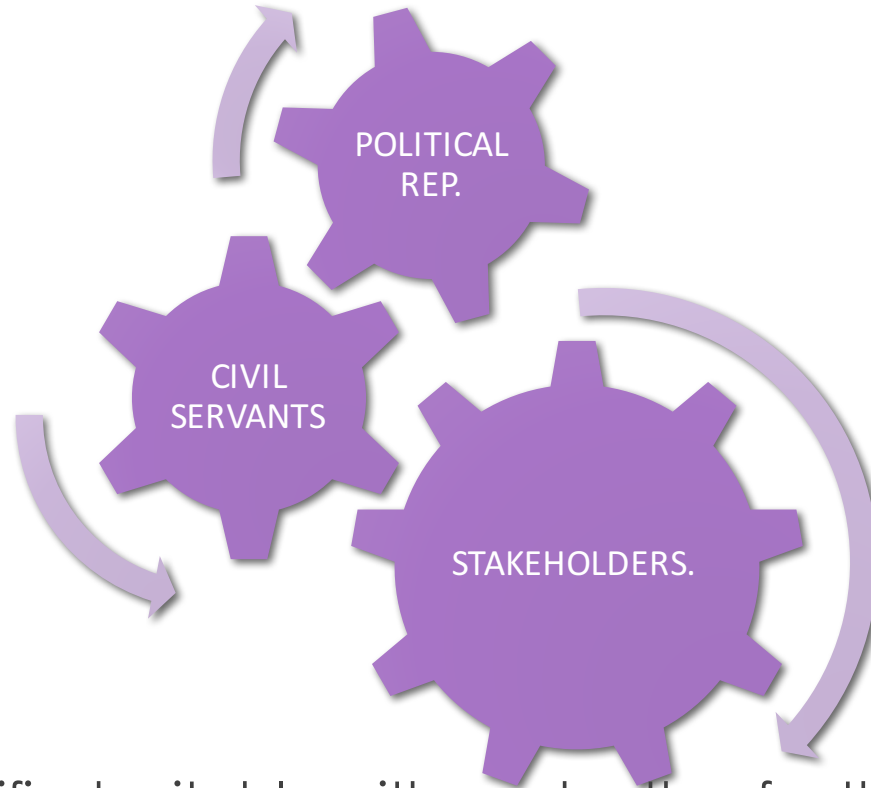
**TOGETHER
WITH WHOM**



Contents

TOGETHER WITH WHOM? VERIFICATION AT LOCAL LEVEL

A) Who are the local stakeholders? *Who could effectively participate and contribute to the project?*



B) Are the stakeholders identified suitable with each other for the coherent development of the project?

STAKEHOLDERS INTERESTS AND EXPECTATIONS

Interests and expectations: crucial elements around which building commitment:

What's in it for them? What are the benefits?

What are the interests that might conflict with the project?

What are the relations between stakeholders?

To what extent are they willing to commit? (resources)

Key elements!

To understand stakeholders perception and their point of view

To avoid forgetting important aspects for them involved stakeholders

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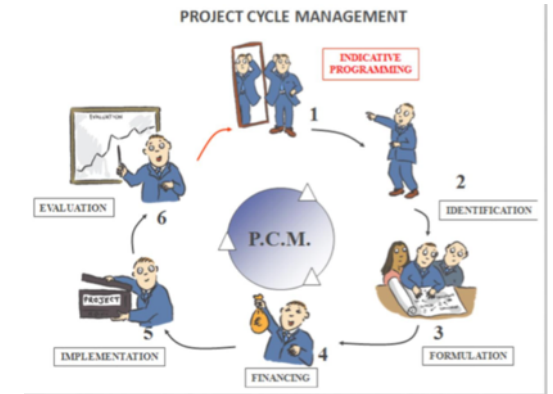
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PRE-CONDITIONS OF IDENTIFICATION

General knowledge about the funding programme and the type of project

The theme is in line with the local political agenda

The theme is relevant for the stakeholders

THE IDENTIFICATION PHASE SERVES THE NEED

- 1.** TO FOCUS ON THE CENTRAL PROBLEM
TO BE TACKLED
- 2.** TO RELATE AND ANALYZE
THE DIFFERENT CAUSES
OF THE PROBLEM(S)
- 3.** TO DESIGN A COHERENT NEED-
DRIVEN STRATEGY

= Logical Framework Methodology (LFM)

NEW PROJECT PROPOSALS METHODOLOGY

As **from January 2018**, new proposals from **project promoters** in SERN are collected **ONLY** in three specific moments during the year:

FIRST SLOT	15 January-15 February
SECOND SLOT	1 June – 30 June
THIRD SLOT	15 October – 15 November

If the minimum number of organizations is not archived (3 organizations) by the time of the **following slot** the proposal will not be considered for further discussion.

STEP BY STEP PROJECT PROPOSALS

Step 1: Fill in the “Partner Search” form provided by the SERN secretariat or download it from the SERN website.

Step 2: Send the Partner search form duly filled to the email address secretariat@sern.eu during one of the time slots indicated above

Step 3: The partner search form is circulated first of all among the SERN members and, if necessary, outside the network.

Step 4: After the partners have been identified and have accepted to participate, the organisation promoting the project proposal is responsible for the application process

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-

ACTIVITIES:

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Step by Step Proposals

15 Jan
15 Feb

Expression of
interest from 2
more members
by June 1st

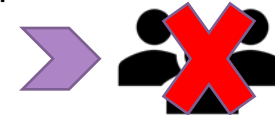
Project group created



1 Jun
30 Jun

15 Sept
15 Oct

No Expression
of interest by
June 1st



Structured Proposals

15 Jan
15 Feb

Proposals
circulated



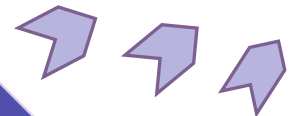
1 Jun
30 Jun

Proposals
circulated



15 Sept
15 Oct

Proposals
circulated



WHAT HAPPENS NEXT?

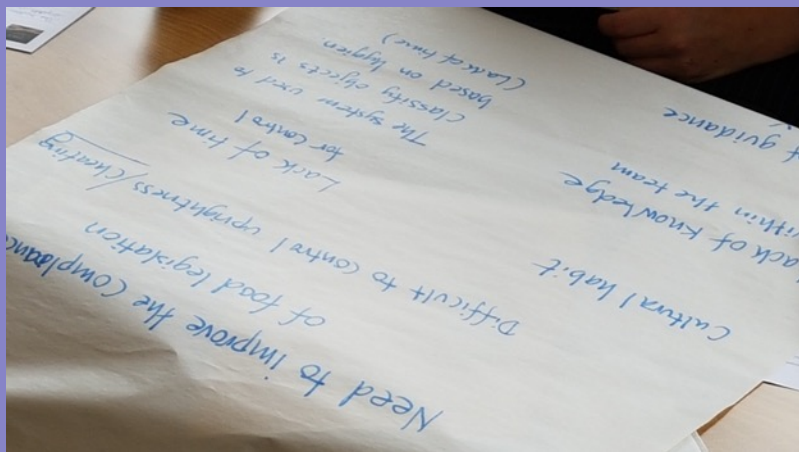
THE FORMULATION

Option 1) The promoter or one of the partner formulates the project together with the other partners

The secretariat provides a review at the end of the formulation phase.

Option 2) The Secretariat supports the applicant in the formulation of the project (at extra cost).

TRAINING ACTIVITIES



The Secretariat (upon request of the members) organizes dedicated training sessions of 1-2 days module on Indicative Programming and Identification.



From the Autumn 2018 an additional module on Erasmus+ Formulation will be added.



8 Project proposals developed - 2 approved -1 under evaluation

Files and more information available in the
SERN members' area

Thank you for your attention!