* + - 1. Follow-Up Information Workshops
			2. Black Sea Basin ENPI CBC Programme 2007-2013
			3. 2nd call for proposals
			4. Agenda

| **Time** | **Event & facilitator** | **Objective / Content** |
| --- | --- | --- |
| 09.30 |  | Registration and coffee |
| 10.00-10.30 | IntroductionJMAEU DelegationRCBI | * Welcoming remarks
* Outline of the workshop
* Introduction/Expectations
 |
| 10.30-11.00 | Session 1**Introduction to the second Call for Proposals** Presenter:JMAQuestions facilitated by RCBI | ObjectiveTo remind participants of the programme strategy and introduce them to the second call for proposals Content* Brief information on the programme and eligibility requirements and outline of the second call for proposals
* Questions to be written on the papers provided under different topics - financial issues, eligibility, partnerships, application procedures, selection of projects, others. Questions will be addressed after lunch

Expected outputs/outcomesUnderstanding of the programme and of the requirements for the second call for proposals  |
| 11.00-12.00 | Session 2Guidelines for Grant ApplicantsPresenter:JMAQuestions facilitated by RCBI | Objectives To give participants the information they need to be able to apply for funding under the programmeContent * Presentation of the of the Guidelines for Grant Applicants for the second call including changes in the guidelines from the first call and frequent mistakes made in the first call
* Questions to be written on the papers provided

Expected outputs/outcomes * Awareness of the content of the Guidelines for Grant Applicants
* An understanding of ENPI CBC projects
* Clarification of specific issues
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| 12.00-12.20 | Coffee/Tea Break  |
| 12.20--13.20 | Session 3**The Grant Application Form**Presenter:JMAQuestions facilitated by RCBI | Objectives To make the participants familiar with the information required in the Grant Application FormContent * Step by step presentation of the Grant Application Form including changes from the form for the first call and frequent mistakes made in the first call
* Questions to be written on the papers provided

Expected outputs/outcomes Understanding of how to complete the grant application form  |
| 13.20-14.20 | **Lunch** |  |
| 14.20-15.20 | *Session 4* **Questions & Answers***Facilitator:*RCBI | * Answers to questions submitted on registration and collected during the day under the following topics - eligibility, partnerships, application procedures, selection of projects and other.
* Questions answered by: JMA with support from RCBI
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| 15.20-16.00 | Session 5The budget forms Presenter:RCBIQuestions facilitated by RCBI | Objectives information on eligible costs, required budget lines and their correlation with activitiesContent * Eligible and non-eligible costs Annex G
* Description of the separate budget lines Annex B1&2 &
* Developing a budget based on activities
* Questions and answers starting with those submitted on registration and collected during the day

Expected outputs/outcomes And understanding of how to fill in the required budget forms  |
| 16.00-16.30- | Conclusion | * Summary of what was covered, where to form here and closing remarks
* Evaluation
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| 16.30 | **Coffee/Tea**  |  |