

TAKING
COOPERATION
FORWARD



Project Implementation Training
Vienna | 21-22 September 2016








Introduction to project and quality management



Interreg CENTRAL EUROPE | Joint Secretariat

The project manager, as representative of the LP:

-  Manages and coordinates the partnership
-  Monitors the progress of project activities
-  Performs quality checks on partner inputs (compliance of deliverables and outputs with quality requirements)
-  Consolidates partner information at project level and delivers joint progress reports
-  Is in regular contact with the JS



Project management is a complex task



Human factor -
management of
people



Set up of efficient management structures allowing clear decision making and coordination, such as:

- Project steering committee
- Project management team
- Thematic coordinators



Coordination and quality management

- Guide partners and steer the project
- Closely monitor project progress and performance
- Carefully plan the reporting process and manage partner contributions
- Perform a systematic quality control
- Conduct internal reviews

Stay in regular contact with all partners



Project evaluation



Recommended as a key management tool







Different types and focus
e.g. project implementation, achievements and results, effects on target groups



Internal or external
e.g. peer review, external experts



A well set up management system is the base for

-  Quick start of project activities and common understanding of partner responsibilities
-  Smooth project implementation in line with the AF
-  Efficient collection of relevant information by the LP from all partners
-  Comprehensive and clear reporting to the programme leading to quick reimbursement of funds

