**Workshop on Project Cycles and Elements of Financial Reporting**

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***COURSE AIMS AND INTENDED LEARNING OUTCOMES***

The module aims to provide students with the basic skills they need to plan, implement, manage, and assess an international cooperation intervention, and know the most widely-used methodologies and tools in this field.

At the end of the course, students will be able to understand and use the key elements of Project Cycle Management and the Logical Framework for the design and planning of an international cooperation project. In addition, they will be able to describe the structure of NGOs working on the ground, and develop the skills they need to manage a project in the field.

***COURSE CONTENT***

The course will introduce the key elements of each phase of Project Cycle, as well as the most widely used tools. Furthermore, it will be based on the in-depth analysis of specific topics (in particular, project assessment and budgeting/reporting), practical activities, and practical cases.

*Overview*

* What is a project?
* Policies, Plans, and Projects
* A short history of development projects

*Project Cycle Management (PCM)*

* Definition of PCM and Logical Framework Approach (LFA)
* Planning and Identification
* Elaboration
* Implementation
* Assessment

*Implementing a project on the ground*

* Structuring an NGO on the ground
* Stakeholders and networking
* Human resources: employees, interns, volunteers
* Safeguarding Policies
* Budgeting and reporting
* Exposure and Dissemination
* Working in international cooperation: where to start

***READING LIST***

Aid Delivery Methods – *Project Cycle Management Guidelines* (European Commission, 2004).

Il ciclo del progetto (Javier Schunk, December 2020).

SOCIAL IMPACT NAVIGATOR - Guida pratica per organizzazioni orientate A raggiungere migliori risultati (Phineo & Social Value Italia, 2017).

Further information on the reading list will be made available during the Workshop.

***TEACHING METHOD***

Each lecture will be composed of a theoretical introduction, followed by a practical activity to be carried out in groups, consisting in the simulation of one of the phases of a project.

The workshop will have a duration of 30 hours.

*Note*: during Workshops and seminars, class attendance is highly recommended. The students who do not have the possibility to attend classes will have to inform the lecturer, in order to define alternative modes of attendance.

***ASSESSMENT METHOD AND CRITERIA***

For the final assessment, students will be asked to write an essay consisting in the basic planning of an international cooperation intervention – also in the light of the practical activities carried out in class –, so that they can assimilate the theoretical concepts and their practical application.

***NOTES AND PREREQUISITES***

Basic knowledge of economics, international relations and international cooperation are prerequisites to a full understanding of classroom lessons.

Further information can be found on the lecturer's webpage at http://docenti.unicatt.it/web/searchByName.do?language=ENG or on the Faculty notice board.