



Programme
Capacity building for Higher Education
Project Representatives Meeting
27-28 January 2016, Brussels (Belgium)

Meeting place:
Management Centre Europe
 Rue de l' Aqueduc 118, 1050 Brussels

This event is organized within the framework of the European Union's Erasmus+ Capacity-building for Higher Education action

Wednesday 27 January 2016	
MORNING	
PLENARY SESSION	
08.30-09.30	Registration
<i>Chairman: Ralf Rahders, Head of Unit, Education, Audiovisual and Culture Executive Agency (EACEA)</i>	
09.30-10.10	Opening remarks by Claire Morel, European Commission, Directorate General for Education and Culture by Ralf Rahders, Head of Unit, EACEA
10.10-10.30	Capacity building for Higher Education action: First Call for proposals results, <i>by Dorina Angelescu, EACEA</i>
10.30-11.00	<i>Coffee break</i>
WORKSHOPS ON THE MANAGEMENT OF THE GRANT	
11.00-12.30	8 Parallel Workshops on: Project management Financial management
12.30-14.00	<i>Lunch offered by EACEA</i>
AFTERNOON	
WORKSHOPS ON THE MANAGEMENT OF THE GRANT	
14.00-15.00	8 Parallel Workshops on Contractual management
15.00-15.30	<i>Coffee break</i>
15.30-17.00	8 Parallel Workshops on: Project management Financial management
PROJECT REPRESENTATIVES MEETINGS	
17.00-18.00	Free opportunity for the project's representatives to meet amongst themselves in the premises of the Management Centre Europe
19.00	<i>Buffet dinner offered by EACEA at the Management Centre Europe</i>

Thursday 28 January 2016

MORNING

PLENARY SESSION

Chairman: Ralf Rahders, Head of Unit, Education, Audiovisual and Culture Executive Agency (EACEA)

09.30-10.20	<p>Presentation of the impact of the Tempus programme in a Partner Country, <i>by Aref Alsoufi, National Erasmus+ Office from Lebanon</i></p> <p>Experience in project management from a Tempus and Capacity-building project coordinator perspective, <i>by Roberto Escarré, University of Alicante</i></p>
10.20-10.45	Ex-post audits , <i>by Silvia Paoletta, EACEA</i>
10.45-11.00	Closing session
EACEA HELPDESK / BILATERAL MEETINGS WITH NEOs and ICPs	
11.30-13.00	<p>Helpdesk for project representatives with EACEA staff (<i>on individual appointment</i>)</p> <p>Bilateral contacts between project representatives and National Erasmus+ Offices/International Contact Points (<i>on individual appointment</i>)</p>
WORKSHOP ON SPECIAL MOBILITY STRAND	
11.30-13.00	Specific workshop on the Special Mobility Strand (<i>only for the projects concerned: 561884, 561827, 561636, 561847, 561786, 561755</i>)
13.00-14.30	<i>Lunch</i>
AFTERNOON	
EACEA HELPDESK / BILATERAL MEETINGS WITH NEOs and ICPs	
14.30-17.00	<p>Helpdesk for project representatives with EACEA staff (<i>on individual appointment</i>)</p> <p>Bilateral contacts between project representatives and National Erasmus+ Offices/International Contact Points (<i>on individual appointment</i>)</p>