



**European Academy**

for Taxes, Economics & Law

## Evaluation of EU Funds

Improve your Toolkit and the use of Evaluation Results

Practical Seminar

29<sup>th</sup> and 30<sup>th</sup> October 2009, Berlin, Germany

Brochure



# PRACTICAL SEMINAR

## Evaluation of EU Funds – Improve your toolkit and the use of evaluation results

### BACKGROUND

The evaluation of operational programmes aims at improving the quality, effectiveness and consistency of the assistance from EU Funds. The EU Commission requires that evaluation systems are linked to the monitoring of operational programmes. This enables the national authorities to undertake prompt actions in case the implementation process manifests a significant deviance from the goals initially set. The transparent presentation of programme activities becomes increasingly essential in the EU Funds practice. Responsible bodies need a qualified database on output, results and the impacts of project measures. Therefore a proper toolkit of evaluation methods is crucial for the coming activities of EU Funds management.

### SEMINAR

This practical seminar focuses on the proper evaluation methodology. Experts give an overview on evaluation in the current programming period. Experts present and discuss the results and experiences of the final reports 2000 – 2006. European Commission requirements of ongoing evaluation measures in the period 2007 – 2013 are covered and discussed. The toolkit consisting of baseline indicators, impact indicators or result indicators will be introduced. Best practice and successful case studies from different Member States enrich the programme flow.

### YOUR BENEFIT

- You learn how to increase the efficiency of programmes and measures
- You get information on how to access the effects of different evaluation tools
- You gain knowledge on fund management issues in the field of monitoring and evaluation
- You familiarise yourself with current and future challenges in the field of evaluation measures
- You discuss the new role of evaluation directives within the EU funds
- You exchange knowledge and experience with employees of institutions from other Member States

### TEACHING METHODS

- Lectures and case studies
- Best practice examples from old and new Member States
- Every presentation is followed by a qualified Q&A session to discuss both general and individual questions with the experts
- Interactive exchange of experiences and ideas

### TARGET GROUP

This seminar is targeted at public offices responsible for Monitoring and Evaluation of Operational Programmes of EU Funds, such as

- Heads of Evaluation Unit
- Heads of EU Funds Management Department
- Heads of Project Implementation Unit

From

- Ministries of Regional Development
- Ministries of Economy
- Ministries of Finance
- Ministries of Transport
- Ministries of Labour
- Ministries of Education
- Ministries of Agriculture

„First hand information, benefit from the seminar’s practical approach.“

## YOUR SPEAKERS

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### **STANISLAW BIENIAS**

#### **HEAD OF NATIONAL EVALUATION UNIT, DEPARTMENT OF STRUCTURAL POLICY COORDINATION MINISTRY OF REGIONAL DEVELOPMENT, POLAND**

Since 2004 Stanislaw Bienias has been working in the Polish Ministry of Regional Development for the National Evaluation Unit, since 2006 as head of this unit. He has been responsible for organising the process of evaluation on the level of the National Development Plan 2004-2006 and the National Strategic Reference Framework 2007-2013. Furthermore, he has coordinated the work of more than 50 evaluation units located in operational programmes and for building the evaluation culture in public administration. In his extensive experience he took part in the preparation of more than 80 evaluation researches and dozens of conferences and evaluation trainings. Stanislaw Bienias represents Poland in DG Regio Evaluation Network meetings and gives lectures concerning evaluation, monitoring and indicators on postgraduate studies. He graduated from Warsaw School of Economics where he specialised in EU integration and finished his postgraduate studies on Evaluation of EU-co-financed projects.

### **DANIEL JANSEN**

#### **DEPUTY HEAD OF THE MANAGING AUTHORITY (ESF), MINISTRY OF LABOUR, HEALTH AND SOCIAL AFFAIRS IN NORTHRHINE-WESTFALIA, GERMANY**

Since 2000 Daniel Jansen has been working as consultant for programming, controlling and financial planning of ESF-programs first in Mecklenburg-Pommern (2000-02), then in Northrhine-Westfalia. Since 2003 he has been contributing as expert in several twinning projects on ESF and ERDF implementation in Latvia, Bulgaria and Romania. Prior to that, he gathered several years' experience as university lecturer. He holds a Diploma in Sociology.



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# PROGRAMME DAY 1

## Evaluation of EU Funds – Improve your toolkit and the use of evaluation results

29<sup>th</sup> October 2009

9.00 - 9.30

Registration and handout of seminar documents

9.30 - 9.35

Opening remarks from the European Academy for Taxes, Economics & Law

9.35 - 9.40

### Opening by the Chair:

Stanislaw Bienias, Head of National Evaluation Unit, Department of Structural Policy Coordination Ministry of Regional Development, Poland

9.40 - 10.30

### General Introduction to Evaluation

- Role of evaluation in implementation of programmes and strategies – we need to know what we do
- The added value of intervention

Stanislaw Bienias, Head of National Evaluation Unit, Department of Structural Policy Coordination Ministry of Regional Development, Poland

10.30 - 10.45

Q&A Session

10.45 - 11.15

Coffee Break

11.15 - 12.15

### Evaluation Requirements in ESF, ERDF, CF, EAFRD and how to Implement them (Part I)

- European regulations
- Existing working documents
- Organisation of evaluation system
- Building the evaluation culture and coordination

Stanislaw Bienias, Head of National Evaluation Unit, Department of Structural Policy Coordination Ministry of Regional Development, Poland



12.15 - 12.30

Q&A Session

12.30 - 14.00

Lunch Break

14.00 - 14.45

### Evaluation Requirements in ESF, ERDF, CF, EAFRD and how to Implement them (Part II)

- Use of evaluation results
- Evaluation strategy for specific structural funds
- Best practice in member states

Stanislaw Bienias, Head of National Evaluation Unit, Department of Structural Policy Coordination Ministry of Regional Development, Poland



14.45 - 15.00

Q&A Session

15.00 - 15.30

Coffee Break

15.30 - 16.30

### Evaluation Step-by-Step – How to Carry out a Successful Evaluation Study?

- Elaborating Terms of Reference for evaluation research
- How to manage the research process to receive good quality report?
- Different methods of simple and complex interventions - Impact evaluation
- Best practice in Poland

Stanislaw Bienias, Head of National Evaluation Unit, Department of Structural Policy Coordination Ministry of Regional Development, Poland

16.30 - 17.30

### Measuring Tools for Monitoring and Evaluation of ERDF Projects

- Types of indicators
- Input/output/result and impact indicators
- Indicators quality criteria

Stanislaw Bienias, Head of National Evaluation Unit, Department of Structural Policy Coordination Ministry of Regional Development, Poland

17.30 - 18.00

Q&A Session

18.00

End of Day One



## PROGRAMME DAY 2

### Evaluation of EU Funds – Improve your toolkit and the use of evaluation results

30<sup>th</sup> October 2009

9.00 - 9.10

#### Opening by the Chair:

**Stanislaw Bienias, Head of National Evaluation Unit, Department of Structural Policy Coordination Ministry of Regional Development, Poland**

9.10 - 9.45

#### Monitoring and Evaluation – Looking Different from Different Perspectives

- Common context of monitoring and evaluation
- Examples of conceptual challenges in monitoring and evaluation
- European and national perspective
- Limits for the implementation and use of evaluations in the context of structural funds

**Daniel Jansen, Deputy Head of the Managing Authority (ESF), Ministry of Labour, Health and Social Affairs in Northrhine-Westfalia, Germany**

9.45 - 10.00

Q&A Session

10.00 - 10.30

Coffee Break

10.30 - 11.15

#### Chances and Challenges in the Implementation of Evaluation Plans

- Discussion on the status quo of implementation
- Potentials and limits of the “evaluation plan”
- How to counter the structural limits of the evaluation plan

**Daniel Jansen, Deputy Head of the Managing Authority (ESF), Ministry of Labour, Health and Social Affairs in Northrhine-Westfalia, Germany**

11.15 - 11.30

Q&A Session

11.30 - 12.15

#### Mainstreaming evaluation

- Examples of types and demands of information on program implementation
- Adjusting monitoring and evaluation – the practice in Northrhine-Westfalia
- Controlling as a catalyst for evaluation

**Daniel Jansen, Deputy Head of the Managing Authority (ESF), Ministry of Labour, Health and Social Affairs in Northrhine-Westfalia, Germany**

12.15-12.30

Q&A Session

12.30-14.00

Lunch Break

14.00-15.00

#### A closer look at Successful Evaluation Projects and Measures - ERDF and ESF Evaluation

**Stanislaw Bienias, Head of National Evaluation Unit, Department of Structural Policy Coordination Ministry of Regional Development, Poland**



15.00-16.00

#### Future perspectives of EU Evaluation Open discussion with the audience

- Types of indicators
- Input/output/result and impact indicators
- Indicators quality criteria

**Stanislaw Bienias, Head of National Evaluation Unit, Department of Structural Policy Coordination Ministry of Regional Development, Poland**

16.00

End of the seminar & Hand out of certificates



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## ORGANISATIONAL MATTERS

Evaluation of EU Funds – Improve your toolkit and the use of evaluation results

### BOOKING NUMBER

S-176

### DATE OF EVENT

29<sup>th</sup> and 30<sup>th</sup> October 2009

### EVENT LANGUAGE

The event language will be English.

### EVENT PRICE

**Early booking contingent until the 28<sup>th</sup> of August 2009:**

**949,- Euro, excl. German VAT (19%)**

Normal price from the 29<sup>th</sup> of August 2009:

989,- Euro, excl. German VAT (19%)

The above price covers the following:

- Entrance for the event day
- Hand-out documents
- Soft drinks and coffee/tea
- Lunch

### EVENT LOCATION

Hotel Berlin, Berlin

Lützowplatz 17

10785 Berlin, Germany

Phone: +49 (0)30 2605-2700

Fax: +49 (0)30 2605-2716

E-mail: [euroacad@hotel-berlin.de](mailto:euroacad@hotel-berlin.de)

Internet: [www.hotel-berlin.de](http://www.hotel-berlin.de)

Please contact the hotel directly and refer to the “European Academy for Taxes, Economics & Law” in order to benefit from a limited room contingent at a special price. Please book as soon as possible. Of course you can always look for an alternative hotel accommodation.

### BOOKING

Fax: +49 (0)30 802080-250

E-mail: [booking@euroacad.eu](mailto:booking@euroacad.eu)

Phone: +49 (0)30 802080-230

For online booking please visit our internet site under:

[www.euroacad.eu](http://www.euroacad.eu)

### YOUR CONTACT PERSON FOR THE PROGRAMME:

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### CANCELLATION TERMS

Pre-payment of the fee is a condition for participation. The time of booking does not affect the cancellation regulations. Cancellations shall be in writing. For cancellations received four weeks prior to the event or earlier: a € 80,00 (excl. German VAT) administrative fee will be charged. The event fee will be reimbursed in full. For cancellations two to four weeks prior to the event the fee will be reimbursed at 50%, up to two weeks prior to the event or no-show: event fee will not be reimbursed. We reserve the right to change or cancel the event. In the event that the European Academy for Taxes, Economics & Law has to cancel or postpone an event, payments received will be reimbursed in full. We herewith inform you that we exclude the liability for any damages in connection with the event. Personal data provided by attendees (name, company/organisation) will be used during the organisation of the event and distributed to other attendees. With your signature, you agree that we can contact you by fax, email or telephone and that we can use and distribute the provided data in professional terms. If you do not agree, please delete the respective part(s) of the sentence(s) or contact us. You can withdraw your agreement at any point in time. This agreement shall be governed by German law, the courts of Berlin shall have exclusive jurisdiction.

**NOTE**

Please note, you can register as many delegates as you wish (except, the seminar is fully booked). You only need to copy this formular for as many persons you wish.



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**BOOKING**

BOOKING NUMBER: S-176(DM)

DATE: 29<sup>TH</sup> AND 30<sup>TH</sup> OCTOBER 2009

Herewith we register the following persons for the Practical Seminar: "Evaluation of EU Funds – Improve your toolkit and the use of evaluation results":

**Delegate 1**
 Mr.  Ms.

First name \_\_\_\_\_ Last name \_\_\_\_\_ Phone \_\_\_\_\_  
 Department \_\_\_\_\_ Fax \_\_\_\_\_  
 Job position \_\_\_\_\_ E-mail \_\_\_\_\_  
 Your organisation \_\_\_\_\_  
 Street \_\_\_\_\_  
 Postcode / City \_\_\_\_\_  
 Country \_\_\_\_\_

**Delegate 2**
 Mr.  Ms.

First name \_\_\_\_\_ Last name \_\_\_\_\_ Phone \_\_\_\_\_  
 Department \_\_\_\_\_ Fax \_\_\_\_\_  
 Job position \_\_\_\_\_ E-mail \_\_\_\_\_  
 Your organisation \_\_\_\_\_  
 Street \_\_\_\_\_  
 Postcode / City \_\_\_\_\_  
 Country \_\_\_\_\_

**Delegate 3**
 Mr.  Ms.

First name \_\_\_\_\_ Last name \_\_\_\_\_ Phone \_\_\_\_\_  
 Department \_\_\_\_\_ Fax \_\_\_\_\_  
 Job position \_\_\_\_\_ E-mail \_\_\_\_\_  
 Your organisation \_\_\_\_\_  
 Street \_\_\_\_\_  
 Postcode / City \_\_\_\_\_  
 Country \_\_\_\_\_

**Invoice organisation**

To the attention of \_\_\_\_\_ Internal Number \_\_\_\_\_  
 Street \_\_\_\_\_ Phone \_\_\_\_\_  
 Postcode / City \_\_\_\_\_ Fax \_\_\_\_\_  
 Country \_\_\_\_\_ E-mail \_\_\_\_\_

In case of registration of more than one delegate - do you prefer:  single invoice?  collective invoice?

Place, Date

Authorised Signature / Stamp

Pre-payment of the fee is a condition for participation. The time of booking does not affect the cancellation regulations. Cancellations shall be in writing. For cancellations received four weeks prior to the event or earlier: a € 80,00 (excl. German VAT) administrative fee will be charged. The event fee will be reimbursed in full. For cancellations two to four weeks prior to the event the fee will be reimbursed at 50%, up to two weeks prior to the event or no-show: event fee will not be reimbursed. We reserve the right to change or cancel the event. In the event that the European Academy for Taxes, Economics & Law has to cancel or postpone an event, payments received will be reimbursed in full. We herewith inform you that we exclude the liability for any damages in connection with the event. Personal data provided by attendees (name, company/organisation) will be used during the organisation of the event and distributed to other attendees. With your signature, you agree that we can contact you by fax, email or telephone and that we can use and distribute the provided data in professional terms. If you do not agree, please delete the respective part(s) of the sentence(s) or contact us. You can withdraw your agreement at any point in time. This agreement shall be governed by German law, the courts of Berlin shall have exclusive jurisdiction.