

Seminar:

Financial Management of the EU Structural Funds

Maastricht (NL), 12-13 February 2009

Maastricht (NL), 8-9 July 2009

Maastricht (NL), 9-10 November 2009

Organised by the

European Institute of Public Administration (EIPA)

O.L. Vrouweplein 22
NL-6211 HE Maastricht
www.eipa.eu



Institut Européen
d'Administration Publique

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SEMINAR OBJECTIVES / TARGET GROUPS

The European Institute of Public Administration is organising three seminars on “*Financial Management of the EU Structural Funds*” which will take place in Maastricht on 12-13 February, 8-9 July and 9-10 November 2009.

Description: The speakers at the seminar will be high-level representatives of the European institutions, including the European Commission, as well as of various Member States’ authorities. The seminar will also include sessions where case studies will be presented, encouraging the participants to exchange practical examples and experiences in managing EU Structural Funds.

Method: As the seminar will be of a participatory nature, the participants will be strongly encouraged to actively take part in discussions throughout the entire programme. Moreover, they will have ample opportunity to informally exchange views on the seminar topics, both with the speakers and with each other.

Objectives: The objective of this seminar is twofold: (1) to bring together practitioners from the European, national and sub-national level, as well as academic experts, to enable them to share experiences and identify cases of good practice in the financial management of Structural Funds in different Member States; and (2) to discuss ways of implementing financial management rules such as eligibility rules, financial controls, different co-financing rates, state aid aspects, etc. The seminar will cover both the situation under the old rules and what is known so far under the new regulations.

Target Group: This seminar is intended for practitioners from national and sub-national authorities and from other public bodies of the EU Member States and associated countries working with Structural Funds.

The seminar will be conducted in English.



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PROVISIONAL PROGRAMME

FIRST DAY

- 08.45 **Registration**
- 09.00 **Opening of the Seminar**
Martin Unfried, Senior Lecturer/Project Leader, EIPA, Maastricht (NL)
- Introduction to the Objectives and Methodology of the Seminar**
Martin Unfried
- 09.30 **Reform of the Structural Funds: The New Regulations and the Implications for the Financial Management of the Funds**
Martin Unfried
- 10.30 Coffee break
- 11.00 **Audit and Control of Structural Funds**
Dermot Byrne, ERDF Financial Control Unit, Department of Finance, Dublin (IE)
- 12.15 Lunch at EIPA's Restaurant
- 13.30 Guided tour of Maastricht
- 15.00 **Closure declaration**
Dermot Byrne
- 16.15 Coffee break
- 16.45 **State Aid and Structural Funds**
Phedon Nicolaidis, Professor of Economics, European Policies Unit, EIPA, Maastricht (NL)
- 18.00 End of the first day

18.20 Buffet reception at EIPA's restaurant

21.00 End of the buffet

SECOND DAY

09.00 **Evolution of the Eligibility of Expenditure Rules**
Sheila Maxwell, Resident Twinning Advisor, Wales (UK)

10.15 Coffee break

10.45 **Workshop: Eligible or not eligible? Some exercises**
Sheila Maxwell

12.00 Lunch

13.30 **The managing authority – keystone of the control system**
To be named, European Commission, Brussels (BE)

14.30 Coffee Break

14.45 **The certifying authority – the Commission's guarantee for assurance**
To be named, European Commission, Brussels (BE)

16.00 **Evaluation and Conclusion of the Seminar**

16.15 End of the Seminar

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GENERAL INFORMATION

Programme & Walking Tour of Maastricht

The programme will commence on the first day at 09.00 hrs and finish on the second day at 16.15. A guided walking tour in the historic centre of Maastricht is foreseen on the first day at 13.45. The tour takes about 1,5 hours.

Seminar venue

The seminar will take place in the Green Conference Room (1.45) at the European Institute of Public Administration (EIPA), O.L. Vrouweplein 22, NL-6211 HE Maastricht, tel.: +31.43.3296.222, fax: +31.43.3296.296.

Working language

The seminars will be conducted in English.

Fee

The participation fee for each seminar is **€ 850** and includes participation in the seminar, documentation, 2 lunches, 1 buffet meal, refreshments and the guided walking tour. Accommodation and travel costs are at the expense of the participants or their administration.

EIPA offers its members a reduction of 10% of the registration fee. This reduction is available to all civil servants working for one of EIPA's member countries (i.e. AT, BE, BG, CY, CZ, DK, EE, FI, FR, DE, GR, HU, IE, IT, LT, LU, MT, NL, PL, PT, ES, SE, UK) as well as civil servants working for an EU institution or agency. If you are eligible for a discount, please tick the box in the registration form. Please note that reductions cannot be accumulated. For more information, please visit EIPA's website: www.eipa.eu (*FAQ-special discounts*).

Hotel reservations

The European Institute of Public Administration will be pleased to make reservations for you at a hotel in Maastricht. We have made a block booking at Hotel Résidence Beaumont**** (www.beaumont.nl), at a rate of € 96,50 p.p.p.n. (incl. breakfast, excl. tourist tax) for all three seminars, at the Grand Hotel de l'Empereur, at a rate of € 105 p.p.p.n. (incl. breakfast, excl. tourist tax) for the February and July seminars and at Hotel Mabi **** (www.hotelmabi.nl), at a rate of € 95 p.p.p.n. (incl. breakfast, excl. tourist tax) for the November seminar. Should you wish to make use of this possibility, please indicate the name of the hotel and the dates of arrival and departure on the registration form. Payment is to be made directly and personally to the hotel on checking out. **Should the hotel of your choice be fully booked, you will automatically be placed in one the other hotel.** Please note that if you register after the closing date, hotel reservations cannot be guaranteed.

Meals

All meals will be served at the Institute's restaurant. Should you require a special menu (e.g. vegetarian, diabetic), please inform the Programme Organiser so this can be arranged.

Registration

Kindly complete the registration form and return it ***before the closing date*** to Ms Esther Haenen, Programme Organiser, European Institute of Public Administration, P.O. Box 1229, NL-6201 BE Maastricht, tel.: +31.43.3296.246, fax: +31.43.3296.296, e-mail: e.haenen@eipa.eu. You can also submit the online registration form which can be found on EIPA's web site: <http://www.eipa.eu> (*Training and Research*).

Your name and address will be part of EIPA's database for our mailing purpose only. If you do not want to be included in our mailing database, please tick the box in the registration form.

Confirmation

Confirmation of registration will be forwarded to participants on receipt of the completed registration form.

Payment

Prior payment is a condition for participation. Please indicate the method of payment on the registration form. In any case, the participant or his/her administration will receive an invoice for the payment of the registration fee. For administrative reasons you will be charged € 150 for cancellations received within 15 days before the activity begins. There is no charge for qualified substitute participants.

Cancellation policy

EIPA reserves the right to cancel the seminar up to 2 weeks before the starting date. EIPA accepts no responsibility for any costs incurred (travel, hotel, etc.). For EIPA's cancellation policy, please visit our website www.eipa.eu (*legal notice*).

REGISTRATION FORM
(Please complete in CAPITAL letters.)

Seminar

Financial Management of the EU Structural Funds

European Institute of Public Administration (EIPA), Maastricht (NL)

Surname: _____ Title: _____

First name: _____ M / F

Current position: _____

Organisation: _____

Department: _____

Work address: _____

Postal code & town: _____ Country: _____

Tel. no. (work) : _____ Fax no.: _____

E-mail address: _____

Date of Participation: **12-13 February 2009** Closing date: 14 January 2009 Proj. nr.: 0930205
 8-9 July 2009 Closing date: 17 June 2009 Proj. nr.: 0930206
 9-10 November 2009 Closing date: 16 October 2009 Proj. nr.: 0930207

PAYMENT

The participation fee includes participation in the seminar, documentation, 2 lunches, 1 buffet meal and beverages **€850**

Discount of 10% (Please check first the conditions at www.eipa.eu (FAQ – special discounts)) discount

Method of payment

Bank transfer

The participants or their administration will receive an invoice for the payment of the registration fee.
Invoice address (if different from the abovementioned address):

.....
.....

E-mail:

.....

Credit card

Visa Card Eurocard/Mastercard American Express Card

Card no.: Expiry date:/.....

Name Card holder: (in case this differs from above)

Address Card holder: (in case this differs from above)

Postal code: Country: (in case this differs from above)

Card Validation Code: (this refers to the last three digits of the number on the BACK of your card)

(Exempt from VAT by virtue of Article 11, para. 1 (o), subpara. 2 of the Dutch Law on VAT of 1968)

HOTEL RESERVATION

Please reserve hotel accommodation for me at

Date of arrival: **Date of departure:** **No. of nights:**

No hotel reservation required.

As the number of places is limited, please return the completed registration form **before the closing date** to:

**Ms Esther Haenen, European Institute of Public Administration, P.O. Box 1229,
NL-6201 BE Maastricht, tel.: +31.43.3296.246, fax: +31.43.3296 296, e-mail: e.haenen@eipa.eu**

Your name and address will be part of EIPA's database for our mailing purpose only.
Please tick if you do not want to be included in our mailing database.