

**Interreg**



Co-funded by  
the European Union

**Alpine Space**

# Workplan

Lead Applicants seminar

Salzburg | Austria | 06-07.02.2024

21/27

Rainer Steindler



# How to prepare a good application form?

---



Workplan and  
timeline of  
activities



Logical and  
chronological  
structure of your  
project

# Workplan and timeline of activities

---



## PARTNERSHIP

- Experience / competence in the field addressed
- Defined role and added-value of each PP
- Reaching target groups / stakeholders
- Policy role / impact on policymaking

### Recommendations:

- Involvement and main tasks in the activities to be clearly mentioned
- PP budget required to be proportionate with its role

# Workplan and timeline of activities

---



## CONTRIBUTIONS AND SYNERGIES

- Contribution to EUSALP, the concrete AGs and their work plans
- EU Green Deal, TA 2030, other relevant strategies
- Synergies with other projects or initiatives

### Recommendations:

- Get to know EUSALP's action plan and actors
- Describe precisely and specifically your contribution to the strategies
- Reflect concrete synergies in the work plan
- Explain clearly the added-value to the existing

# Workplan and timeline of activities

---



## WORK PLAN

- Keep it simple!
- What is the **specific objective** of the work package?
- How are the work packages linked to each other?
- Design a clear structure and **coherence** of thematic activities within the project

## Recommendations (1):

- Transnational purpose = guiding principle
- Limited number of deliverables and outputs: **quality** vs. quantity

# Workplan and timeline of activities

---



## WORK PLAN

### Recommendations (2):

- A WP does not necessarily need to have an output
- Create the right output in the right WP
- Check the coherence of the timeline between WP, activities, and the delivery of outputs and deliverables
- Plan the delivery of outputs early enough (dissemination/transferability)

# Workplan and timeline of activities

---



## TARGET GROUPS

- Relevant to the project **intervention logic** and to the **communication approach**
- **Concrete measures** to involve them during project implementation and in the phase of output development (consulting loops etc.)
- Focus on the **main target groups** and specify them
- Observers - please explain the level of involvement - **quality** vs. quantity

# Workplan and timeline of activities

---



## DURABILITY AND TRANSFERABILITY

- Concrete measures to achieve **sustainable results**
- Link to the target groups
- Link to your communication strategy



# Workplan and timeline of activities

---



## DURABILITY AND TRANSFERABILITY

- Concrete measures to achieve **sustainable results**
- Link to the target groups
- Link to your communication strategy