



# DRAFT PROGRAMME

Transnational Project Development Workshop  
**Getting Ready for the 5<sup>th</sup> Call**  
26-27 January 2010, Antwerp/Flemish Region of Belgium

## Day 1 – 26 January 2010

11.30 Registration  
12.00 Lunch

**13.00 Welcome and introduction**  
Who is who? The Secretariat's officers and the National Contact Points

**13.30 Why are we here? – Background to the 5<sup>th</sup> Call for Applications**

14.30 Coffee

**15.00 Project development meetings – Individual meetings between project idea developers, the Secretariat's officers and the National Contact Points**  
(please use separate form to sign up for a meeting until 18 January 2010)

**Internal project idea meetings**  
(please use separate form to book a venue until 18 January 2010)

17.00 End of day 1  
19.00 Dinner

## Day 2 – 27 January 2010

**9.00 Introduction to the application procedure – practical tips and information**

- The application process and the assessment criteria
- The online pre-assessment and the online application forms: Guidance through the sections and questions

**10.00 Project development meetings – Individual meetings between project idea developers, the Secretariat's officers and the National Contact Points**  
(please use separate form to sign up for a meeting until 18 January 2010)

**Internal project idea meetings**  
(please use separate form to book a venue until 18 January 2010)

12.30 Lunch  
End of the workshop