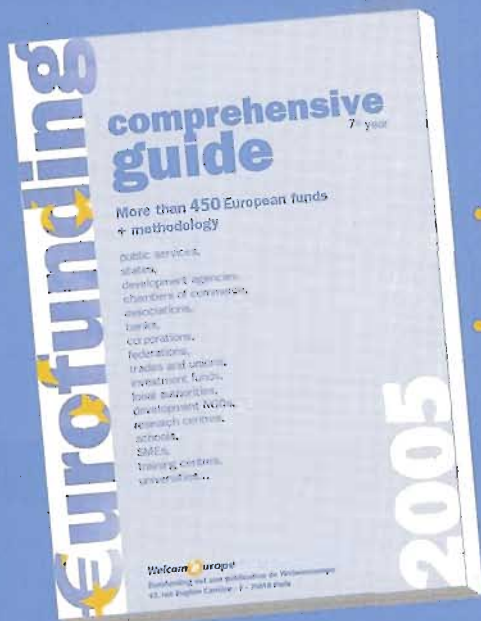


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*Can I benefit from it?*

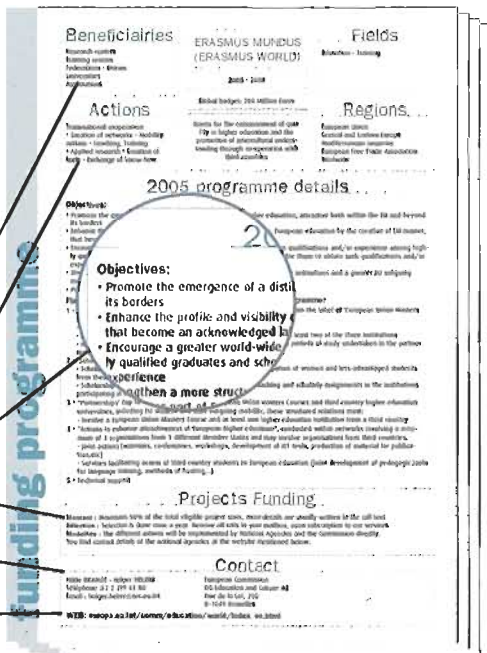
*For which activities?*

*Is my project eligible?*

*How much can I get?*

*Who is in charge?*

*How to go further?*



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### A methodology to help you all the way through:

- How to select the right fund?
- How to formalize a project?
- How to write your application?
- How to cooperate with partners?

and

### A tool box to manage your project:

Models and practical illustrations for each step (project sheet, letter of intent, partnership agreement, application form, reimbursements rules, check-list...)

### Summary of the methodology

#### I - Defining the project

- I - 1 Steps of the applicant: Anticipation, Preparation
- I - 2 The different actors of the project
- I - 3 Definition of a worthy concept or an original project
- I - 4 Organisation of your project
- I - 5 Select the most appropriate programme

#### II - Drawing the project

##### The steps of the application

- II - 1 From the constitution of the application forms to the implementation of the project
- II - 2 How to get informed about the funding opportunities?
- II - 3 Procedure for the award of European grants
- II - 4 Selection criteria for European grants
- II - 5 Eligible applicants
- II - 6 How to fill the application form

#### III - The evaluation of your project by the European Commission

- III - 1 The selection of the project
- III - 2 The acceptance of the project
- III - 3 What happens after the project?

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## Who is behind Welcomeurope?

- The Eurofunding Guides were conceived in 1999 by French and Dutch team of experts willing to initiate closer cooperation between local actors and the European institutions.
- With more than 12 years of expertise in building European projects our team is ready to assist you to successfully access European funding.
- You can contact us:  
for consultancy services: Lorraine de Bouchony ([lbouchony@welcomeurope.com](mailto:lbouchony@welcomeurope.com))  
for training sessions: Marie Defrance ([mdefrance@welcomeurope.com](mailto:mdefrance@welcomeurope.com)).

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