



The Programming Cycle of the European Commission



1. *Project Identification and Formulation*

The National or Regional Authorising Officer and the EU Delegation, and possibly the consultants hired to undertake the feasibility studies, are closely involved in this process.

- ▶ Prior to launching the programme or projet formulation and the feasibility study, an *identification fiche* must be drawn by the Head of Delegation and approved by the Geographical Director.

- ▶ Objective: secure consensus among project or programme beneficiaries (the NAO or ROA and EC services (delegation and Brussels) regarding its coherence with the adopted development strategy, problems to be addressed, foreseen intervention as well as the main options to be analysed.
- ▶ The project or programme identification fiche is a document that summarises its significant components.

2. Analysis by QSG

QSG's task consists in analysing and supporting the conception quality of projects and programmes, their relevance and feasibility at the identification and formulation phases. To that end, QSG seeks the following objectives:

- ▶ To strengthen the capacity of operations managers in Delegations and at Head Quarters to define and instruct projects and programmes;
- ▶ To undertake systematic evaluations of the conception quality of projects and programmes;

- ▶ To identify improvements that can be made so as to ensure the quality of projects and programmes;
- ▶ Disseminate the conclusions and recommendations (of evaluations) and ensure the transfer of best practices.

3. Project Funding

- ▶ The decision-taking process to fund a project involves several stages, concluded by the signature of a Financing Agreement between the EC and the ACP beneficiary state or states.
- ▶ This legal commitment is a very important one as it has financial implications: it is the commitment of the EC to disburse the expected amount of financial resources subject to legal conditions.

4. The main steps in the decision to fund a project/programme – normal procedure

Remarks and recommendations made by HQ on the project identification fiche are taken into account

- ▶ EU DEL

The action fiche and draft DTA to be annexed to the Financing Agreement are drawn

- ▶ EU Delegation in close collaboration with the NOA or RAO

Analysis of the Action Fiche to be annexed to the annual work plan, and of the draft DTA to be annexed to the Financing Agreement (FA)

- ▶ QSG of the relevant Geographical Directorate

**Finalisation of the Action Fiche and of the draft FA.
Temporary ear-marking of funds**

- ▶ EU Del in close collaboration with the NAO or RAO

Cross-checking of the financial and contractual aspects of the Action Fiche and of the draft FA

- ▶ Relevant « Finances, contracts & audit » Unit

Drawing up of the final Action Fiche, of the draft DTA as well as of the corresponding annual work plan, including all action fiches that have already been verified

- ▶ Head of Delegation and relevant sections within the delegation

Appraisal of the final Action Fiche, of the draft DTA and of the annual work plan

- ▶ QSG of the relevant Geographical Directorate

Finalisation of the Action Fiche and of the Financing Agreement (FA).

Temporary commitment of funds. Finalisation of annual work plan

- ▶ Head of Delegation and relevant sections within the delegation

Cross-checking of the financial and contractual aspects of the final Action Fiche and of the draft FA

- ▶ Relevant « Finances, contracts & audit » Unit

Approval of the annual work plan and of each draft Financing Agreement

- ▶ Relevant Geographical Director

Approval of the annual work plan

- ▶ Inter-services Consultation (ISC) within the European Commission

Favourable opinion on the annual work plan

- ▶ EDF Committee

Funding decision by the European Commission

- ▶ Development Commissioner, General Director of DEVCO or European Commission (College)

Adoption of the relevant global financial commitment (authorisation and definite commitment of funds) and signature of corresponding FA

- ▶ Relevant Geographical Director

Signature of the Financing Agreement

- ▶ National or Regional Authorising Officer