



**Institut Européen
d'Administration Publique –Centre Européen des Régions (IEAP-CER)**

**European Institute
of Public Administration –European Centre for the Regions (EIPA-ECR)**

1st Practical seminar

on

COST-BENEFIT ANALYSIS (CBA) OF EU FINANCED PROJECTS – WHY AND HOW?

Barcelona (ES), 20 – 22 April 2009

organised by the

**European Institute of Public Administration -
European Centre for the Regions (EIPA-ECR), Barcelona (ES)**

Introduction

Decisions regarding investments are always at the core of any development strategy. Local, regional and national development and economic growth depend on quantity and quality of infrastructure, productive capital and its efficiency, human resources, know how and quality of involved institutions. **Each time such decision has to be taken**, there is a need to **analyse costs against benefits of the planned investment**.

In order to **synchronise requirements** regarding methods of **preparation and assessment of investment projects co-financed by ERDF, CF and IPA** in the framework of EU Cohesion Policy, the EC defines and inserts them in EU relevant regulations¹, guides and working documents being implemented in the programming period 2007 – 2013.

One of the most important requirements is the preparation of **Cost – Benefit Analysis (CBA)** for all investment projects eligible under EU Funds. The importance of this tool is even higher in the programming period 2007 – 2013, taking into account more complex process of projects appraisal in the framework of multi-level governance planning of the Cohesion Policy in comparison to the previous programming period, as well as in the context of major projects selection (50m€ in general, except environmental investment - 25m€, and 10m€ for IPA).

Based on the indicative lists of projects eligible under Operational Programmes provided by Member States, EC estimates that **at the end of 2007**, more than **800 major projects** have already been **identified**. Many others are in the pipeline or under preparation, which represents the number of decisions that have to be taken and proves the importance of CBA (budget for Cohesion Policy in 2007-2013: 350 billion€).

Objectives:

The goal of this intensive three days practical seminar is to explain **WHY** Cost-Benefit Analysis (CBA) is one of the most important tools in the programming period 2007 – 2013, not only for beneficiaries of EU Funds (key element of feasibility studies), but as well for national and regional administration - Managing Authorities and Intermediate Bodies of EU co-financed programmes in their decision making process regarding the indicative list of major investment projects.

HOW to prepare and **HOW** to assess CBA is the second, practical element of this seminar-workshop.

By the end of the seminar, participants will additionally have improved their theoretical and practical knowledge regarding elaboration and assessment of CBAs prepared for EU funding investment projects in the programming period 2007 – 2013, conform to the DG Regio requirements, including “Guide to COST-BENEFIT ANALYSIS. Final Report. 16/06/2008”, implementing regulations, COCOF notes, Working Document No. 4, etc.

Target groups:

Beneficiaries eligible under Structural Funds, Cohesion Fund and IPA (national, regional and local administrations, NGOs, agencies, SMEs, associations, etc), Managing Authorities, Intermediate Bodies, consulting companies and other actors involved in EU Funding programmes and projects.

Method:

Apart from traditional training methods, used only during the first day of the seminar (lectures and presentations, including concrete examples and case studies), the interactive approach will be applied. Participants will work in small working groups on concrete practical exercises - case studies with direct involvement of CBAs' experts. There will be discussions in question and answer sessions after each practical part.

¹ Article 40 e of General Regulation 1083/2006, Article 157 of IPA Implementing Regulation 718/2007, etc.

EIPA-ECR seminar team and visiting experts
(in alphabetical order):

Francesco Angelini (IT)

Project analyst working for the **European Commission**.

He is currently with the Major Projects Team of the Coordination Unit at the Directorate-General for Regional Policy.

He has particular responsibility for cost-benefit analysis (CBA) of major investment projects financed by the Structural Funds, the Cohesion Fund and the Instrument for Pre-Accession Assistance.

He was previously with the Evaluation Unit, where **he wrote the Commission's guidance document on CBA (Working Document No. 4) and managed the contract for the 2008 update of the CBA guide.**

Iwona Karwot (PL)

Lecturer at EIPA – ECR Barcelona. Doctor in EU Regional Policy. Specialised in EU funds, with main focus on European Regional Development Fund (ERDF) and pre-accession funds (PHARE, IPA). Working experience as EU expert, trainer, manager or adviser in the framework of Institutional Building and Technical Assistance EU projects in the field of regional development: Poland, Slovakia, Romania, Croatia, Macedonia, Serbia, Albania, etc.

Krzysztof Kasprzyk (PL)

Head of Programming Unit in Managing Authority for Operational Programme “Infrastructure and Environment” in Polish Ministry for Regional Development

Member of the Polish delegation at the Structural Actions Working Party in the European Council and COCOF, he actively participated in all the negotiations of provisions of 2007-2013 regulations and European Commission's guidelines concerning major projects and projects generating revenues.

In Poland he was the key expert in assessment of CBA for ISPA and Cohesion projects (2003-2006) and in the preparation, in cooperation with JASPERS, of Polish guidelines for the new financial perspective. Within the Managing Authority of the biggest ever Operational Programme in the European Union, he is responsible for ensuring proper application of EU rules concerning revenue generating projects in 6 sectors, including environment (waste-water treatment, solid waste management, energy efficiency), transport (roads, railways, public transport), energy, health, culture and higher education.

Ginés de Rus (ES)

Professor of Applied Economics, Department of Applied Economic Analysis, University of Las Palmas de Gran Canaria.

Member of the scientific committee for the new edition of the Guide to Cost-Benefit Analysis of Investment projects adopted by the European Commission in 2008.

External expert of Directorate General of Regional Policy. European Commission, “Study on strategy evaluation on transport investment priorities under Structural and Cohesion Funds for the programming period 2007-2013” and “Ex-Post Evaluation of a

sample of projects co-financed by the Cohesion Fund (1994-2002)", 2004 – 2005, as well as of the European Investment Bank and the World Bank.

Javier Sánchez Cano (ES)

Director of EIPA-ECR Barcelona. Has a sound experience both in the field of local and regional public administration and in the academic sphere. Before joining the ECR, he was Director of EU Policies at the Secretariat for the European Union of the Catalan Government. Before that, he had held several positions at the Municipality of Barcelona, for the City Council of Presidency and the City Council for international co-operation and citizens' participation. He has participated in different EU Committees for the programming of ENPI measures. Furthermore, he was lecturer of International Relations at the Autonomous University of Barcelona within the Department of Political Science and Sociology.

Davide Sartori (IT)

Project analyst in the Development and Evaluation Unit of CSIL – Centre for Industrial Studies. He is specialising in the evaluation of operational planning documents and development programmes and in the economic and financial analysis of public investments projects.

He is one of the author of the new Guide to Cost Benefit Analysis of Investment projects recently adopted by the European Commission in 2008.

He is currently working on the "Ex post evaluation of Cohesion Policy programmes 2000-2006 co-financed by the European Regional Development Fund– Work package 4: Structural Change and Globalisation", on behalf of the European Commission, DG Regional Policy, and on a study on the "Added Value of the Cohesion Policy", on behalf of the European Parliament.

**European Institute of Public Administration
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VENUE OF THE SEMINAR:

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Programme

Monday 20 April 2009

08.30hrs **Registration and hand-out of seminar material**

09.00hrs **Opening of the seminar: Introduction to the programme, objectives and methodology**

Javier Sánchez Cano & Iwona Karwot

09.20hrs **“Tour de table”**: Participants’ presentation to endorse networking

**I. Setting the scene: What investment project we can finance and how?
There are new rules to apply in 2007 – 2013?**

09.50hrs **Investment projects co-financed by EU Funds (ERDF, CF, IPA) in the programming period 2007 – 2013: rules, documents, new challenges.**

Iwona Karwot

II. Cost –Benefit Analysis and EU co-financed investment projects.

10.20hrs **"Cost-Benefit Analysis in the framework of EU Cohesion Policy: six steps for a good appraisal"**

Francesco Angelini

11.15hrs Coffee break

11.30hrs **Economic evaluation of investment projects in the new European Commission Guide to Cost-Benefit Analysis**

Objectives, content and practical use of the new Guide for CBA elaboration and assessment of EU funded projects. What is the CBA and why do we need it? Why the economic evaluation of projects is important and how the Guide solve the problem of selecting projects which are socially profitable?

Ginés de Rus

12.30hrs **Question & answer (Q&A) session**

12.45hrs **"Revenue-generating projects - grant-amount modulation in 2007- 2013 financial perspective".**

CBA as the basis for effective calculation of co-financing level. “CBA Guide” and additional guidance documents of the European Commission. How to calculate the EU grant taking into account the available guidance from the Commission and Managing Authorities requirements.

Krzysztof Kasprzyk

13.45hrs Joint lunch in the restaurant

15.45hrs **"Revenue-generating projects - grant-amount modulation in 2007- 2013 financial perspective” (continuation).**

Rules and requirements for differentiation of co-financing level of EU co-financed projects.

Main requirements of the European Commission and their practical consequences. Limitations and difficulties related to the implementation of EU

rules. Solutions regarding monitoring of the level of revenue of investment projects.

- 17.15hrs **Question & answer (Q&A) session**
- 17.30hrs Short break
- 17.45hrs **Cost-Benefit Analysis and appraisal criteria for EU co-financed investment projects – case study (public-private partnership – waste water treatment plant).**
Davide Sartori
- 18.45hrs End of the first day
- 20.30hrs **Welcome seminar dinner.**

Tuesday 21 April 2009

III. Practical workshops on CBA's analysis: how to effectively assess and prepare CBA's for EU co-financed investment projects.

From Managing Authority perspective.

- 09.00hrs **Division of participants in three parallel working groups.**
- 09.15hrs **Case study – How to be efficient in the project assessment process?**
Assessment of detailed Cost – Benefit Analysis of three different types of EU co-financed investment projects. How Managing Authorities should assess CBA to find all possible mistakes and take the right decision regarding the level of co-financing.
Davide Sartori, Krzysztof Kasprzyk, Francesco Angelini
- 10.45hrs Coffee break
- 11.00hrs **Case study – How to be efficient in the project assessment process? (continuation)**
- 12.45hrs **Debates in groups and with experts**

From Beneficiary perspective.

- 13.00hrs **Case study – How to successfully prepare a CBA to have the best project being implemented and maximize its impact? The CBA as a tool used to ensure proper structure, scope, maturity and assessment of risks for a project and to provide evidence of the project impact and the need of EU co-financing.**
Davide Sartori, Krzysztof Kasprzyk, Francesco Angelini
- 14.00hrs Joint lunch in the restaurant
- 16.00hrs **Case study – How to successfully prepare a CBA to have the best project being implemented and maximize its impact? – (continuation)**
- 18.30hrs End of the second day (groups may stay longer if they wish)

Wednesday 22 April 2009

09.30hrs **Presentation of the workshop results per group (by an appointed spokesperson) regarding 1st practical exercise.**

10.30hrs ***Panel of experts- evaluation of the group presentations.***

Davide Sartori, Krzysztof Kasprzyk, Iwona Karwot,

11.00hrs Coffee break

11.30hrs **Presentation of the workshop results per group (by an appointed spokesperson) regarding 2nd practical exercise.**

12.30hrs ***Panel of experts- evaluation of the group presentations.***

Davide Sartori, Krzysztof Kasprzyk, Iwona Karwot,

13.00hrs ***Final panel of experts- evaluation of workshops' results, including debates on problems faced by the participants during the exercises and possible solutions.***

Davide Sartori, Krzysztof Kasprzyk, Iwona Karwot,

14.00hrs **Closure and issuing of EIPA seminar certificates to participants**

Iwona Karwot

16.30hrs (optional) Walking and sightseeing tour of the city of Barcelona (approx. 2 hrs)

GENERAL INFORMATION

1st Practical Seminar on:

COST-BENEFIT ANALYSIS (CBA) of EU financed projects - why and how?

Barcelona (ES) - 20, 21 and 22 April 2009

Seminar venue:

Hotel Catalonia Berna ****
C/ Roger de Llúria, 60
ES - 08009 Barcelona

Working languages:

English and Spanish. Simultaneous interpretation will be provided.

Registration:

- Participation fee: **€ 850** (includes: documentation, 2 lunches, a welcome dinner, coffee breaks, a certificate of attendance and a walking sight-seeing tour). Accommodation and travel costs are at the expense of the participants or their administration.
- Deadline for registration: **13 April 2009**.
- The NUMBER OF PARTICIPANTS IS LIMITED. (we will not accept any registration once the places available are covered)
- Payment: you should pay after having received the confirmation of your registration and before the seminar. Please indicate the method of payment on the registration form. **For cancellations received after the deadline we will have to charge an administration fee of € 150 unless an alternative participant is nominated.**

Information:

European Institute of Public Administration –
European Centre for the Regions (EIPA- ECR)
Valérie Bernal Quesnel, Programme Organiser
C/ Girona, 20 - 08010 Barcelona (ES)
Tel.: + 34/ 93 567 24 07; Fax.: +34/ 93 567 23 99; e-mail: v.bernal@eipa-ecr.com

You can also submit the online registration form which can be found on EIPA's website: <http://www.eipa.eu> where you will also find all relevant information on this seminar.

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

Hotel reservations:

The EIPA-ECR will be pleased to make reservations for you at this hotel (where special rates are applied for EIPA-ECR participants):

HOTEL CATALONIA BERNA****

C/ Roger de Llúria, 60/ 08009 – Barcelona (ES)
<http://www.hoteles-catalonia.com/es/planos/bcn/index.html>
€ 130 Double room for single use, breakfast buffet included (+ 7% VAT)
€ 150 Double room, breakfast buffet included (+ 7% VAT)

Should you wish to make use of this possibility, please indicate the dates of arrival and departure on the registration form as well as the type of room. Payment is to be made directly and personally to the hotel on checking out. Please note that if you register after the deadline, hotel reservations cannot be guaranteed.

Do not consider yourself registered as long as you have not received an e-mail from us confirming your registration.

REGISTRATION FORM

**1st Practical seminar on
COST-BENEFIT ANALYSIS (CBA) of EU financed projects - why and how?
Barcelona (ES) – 20 - 22 April 2009**

PARTICIPANT'S DATA:

Surname:
First name(s): ID number:
Position held:
Department:
Organisation:
Address:
Country - Postcode and town:
Office tel. no.: Fax:
E-mail:
Language: English Spanish
Official Dinner: Yes No Walking sight- seeing: Yes No

INVOICE'S DATA:

Name of the Institution or Organisation:
Department: Fiscal number:
Address: Postal code, city and country:

REGISTRATION FEE:

(See conditions in "General information")

€ 850 Includes participation in the Seminar, a documentation folder, coffee breaks, 2 lunches, a dinner, a certificate of attendance and a walking sight-seeing tour.

Bank transfer

It is necessary to state the **name of the participant** and the reference "**0960901 CBA**".
ECR's account n° IBAN: ES27-0182-6035-43-0018000225,
BIC: BBVAESMM at the BBVA, Plaça Catalunya 5, 08002 Barcelona (ES)

Credit card

MasterCard N° Expiry date: CVC
Visa Card N° Expiry date: CVC

HOTEL BOOKING:

Please book for me: (see rates in "General information")

Hotel Catalonia Berna ****

Double room for single use
 Double room

Date of arrival:
Date of departure:
Number of nights:

Place and date:

Signature:

To ensure the optimal organisation of the seminar, please return the completed registration form by fax or e-mail before 13 April to:

Valérie Bernal Quesnel, Programme Organiser

Tel.: +34/ 93 567 24 07; Fax: + 34/ 93 567 23 99; E-mail: v.bernal@eipa-ecr.com;

www.eipa.eu

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