



Project Instruction for Sustainable Management



PMF BASIC ES2021

PROJECT MANAGEMENT AND FUNDRAISING TRAINING

Bilingual Online Training (English and Spanish) designed for Sisters, Priests, Brothers and Lay collaborators of Religious Congregations, conducted by Project Consultants and Funding Agency Representatives, for preparing and managing Pastoral and Social Projects in the missions.

TIME DURATION

Duration: 5 Days Training • 5 Sessions per day (1 Practice Session for Project Preparation)
Days: 7th - 12th of June 2021 • 10th June - Break day with only Practice Session
Last Date for Registration: 31st May 2021.

LEVEL

Beginners Level – Anyone without previous project knowledge or experience can attend.

COST

Contribution: 400 Euro per participant • Group concessions at the discretion of the Director.

FOR REGISTRATION

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TOPICS COVERED

Understanding Project Cycle Management, Sustainable Development Goals, Participatory Need Identification, Logical Framework Matrix, Work Breakdown Structure, Gantt Charts, Budgets, Documentation, Reporting, Monitoring, Evaluation, Disaster Management Projects, Formats of Funding Agencies, Congregational Project Offices, Methods of Fundraising, Child Protection Policies, Catholic and Secular Funding Agencies working in Latin American Continent.

PROGRAMME HIGHLIGHTS

1. The Training is done through Zoom Meeting, hosted in AVISHA Platform.
2. A Mentor is assigned for each participant to guide him/her in the preparation of a project proposal during and after the training.
3. An Introductory Session will be conducted on 3rd June 2021 for all participants to familiarize with Zoom Meetings and introduce programme schedule.
4. Recordings of all sessions along with the presentations will be made available through AVISHA Platform to the participants.
5. Digital Certificate of Participation will be provided to the participants who fulfil the training requirements.

TARGET PARTICIPANTS

Project Coordinators and Members of Leadership Teams of Religious Congregations, Staff of Congregational Project Offices, Diocesan Project Directors, Priests, Sisters and Brothers involved in Developmental Projects and NGOs associated with the Social Apostolate of the Catholic Church.



PRISMA is the Project Management Training Platform of the Claretian Missionaries