



Project Management and Fundraising Training - PMF Basic ES2021



Programme Schedule

3rd June 2021, 15.00 to 16.30: Introductory Meeting for PMF Basic ES 2021

Date	7 th June 2021	8 th June 2021	9 th June 2021	10 th June 2021	11 th June 2021	12 th June 2021
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
14.30 – 15.00	Log in and Prayer	Log in and Prayer	Log in and Prayer	Break Day	Log in and Prayer	Log in and Prayer
Session 1 15.00 – 16.00	Project Cycle Management	Problem Tree	Indicators and Means of Verification	Mentor Session Section D	Donor Agency Manos Unidas in Latin America	Working with Funding Agencies
Break Time 16.00 – 16.30				Zoom Tea Party		
Session 2 16.30 – 17.30	Latin American Development Context	Creating a Logical Framework	Risks and Assumptions		Project Reporting	Methods of Fundraising
Break Time 17.30 – 18.00						
Session 3 18.00 – 19.00	Need Analysis	Project Activities	Project Budgets		Monitoring	Project Offices in Congregations
Supper Break 19.00 – 20.00						
Session 4 Part A 20.00 – 20.30	Sustainable Development Goals	Time Management	Project Documentation		Evaluation	Finalizing Project Proposals
Session 4 Part B 20.30 – 21.00	PRISMA Project Format	Funding Landscape in the Americas	Donor Agencies for Pastoral Projects		Donor Agency Italian Episcopal Conference	Mentor Session Section E and F
Break Time 21.00 – 21.30						
Session 5 21.30 – 22.30 Mentors Time	Mentor Session Section A and B	Mentor Session Section C	Mentor Session Section D		Mentor Session Section E and F	Convocation Concluding Ceremony

All time given are as of Rome Timing (Central European Time, CET)