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EU Grant Sourcing, Financial Management and Compliance

Dates: 12-13 May 2026

Time: 1400-1700 EAT

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Time: 1530-1830 EAT

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(ERASMUS -EDU-2025-CBHE-STRAND 1)



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Project Title: Strengthening Teaching and Research Capacities in Recently Established Uganda Universities to Deliver Climate Resilience and Green Energy Solutions to Farming Communities

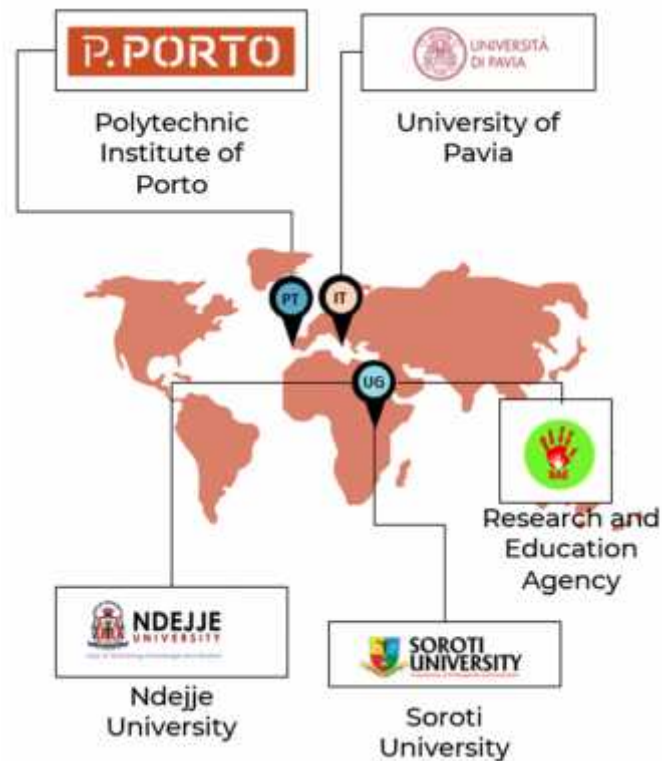
Acronym: STRCUU

Grant Call: ERASMUS -EDU-2025-CBHE-STRAND 1

Grant Number: 101237180

Lead Institution: Ndejje University, Uganda

Partner institutions





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1 Introduction

Universities are increasingly engaged in international cooperation, research, and capacity-building initiatives funded by external donors, particularly European Union programmes such as the Erasmus+ Programme and Horizon Europe. These funding opportunities provide significant potential to strengthen institutional capacities, enhance research and innovation, and promote internationalisation.

However, accessing and managing EU-funded projects presents substantial challenges. Many higher education institutions, especially emerging universities, face difficulties in:

-) Identifying and selecting appropriate funding opportunities
-) Understanding complex funding rules and financial models
-) Designing realistic and compliant project budgets
-) Ensuring proper documentation and financial accountability
-) Meeting reporting requirements and audit standards

A frequent issue is that while projects may achieve strong academic and societal results, weaknesses in financial management and compliance can lead to ineligible costs, financial corrections, and reputational risks. Effective participation in EU-funded projects requires not only strong academic and technical capacity but also robust administrative, financial, and compliance competencies.

This training is designed to strengthen the capacity of university staff to successfully identify, manage, and comply with EU funding requirements, ensuring both effective project implementation and financial sustainability.

2 Objectives

This training aims to enhance the capacity of university staff to identify EU funding opportunities and to manage project finances in compliance with EU rules and procedures.

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2.1 Learning objectives

This training empowers participants to:

- J Identify and assess relevant EU funding opportunities aligned with institutional priorities
- J Navigate key EU platforms, including the EU Funding & Tenders Portal
- J Describe and compare the main EU funding models (lump sum, unit costs, actual costs)
- J Design and manage project budgets aligned with planned activities
- J Apply key financial management principles during project implementation
- J Understand and apply EU rules on cost eligibility, procurement, and documentation
- J Prepare for reporting and audit processes
- J Identify and mitigate financial and compliance risks in EU-funded projects

3 Target audience

The training is intended for:

- J Academic staff willing to coordinate or participate in EU-funded projects
- J Project coordinators and managers
- J Financial officers and administrative staff
- J International relations and research support offices
- J Early-career researchers interested in project management
- J Students, mainly at doctoral and master's levels

4 Content

The training is structured into three main components covering a briefing of the EU funding landscape, providing guidelines for the financial management of projects, and for monitoring and reporting costs.

4.1 Part I: EU grant sourcing and strategic positioning

This component introduces participants to the EU funding landscape and supports them in identifying and selecting appropriate funding opportunities.

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It covers:

-) Overview of key EU programmes (Erasmus+, Horizon Europe)
-) Differences between education, capacity-building, and research funding
-) Navigating EU funding platforms and tools
-) Understanding call documents (objectives, scope, eligibility, budget rules)
-) Strategic alignment between institutional capacity, project ideas, and funding opportunities

4.2 Part II: Financial management of EU projects

This component focuses on the financial dimension of EU-funded projects, from budget design to implementation.

It addresses:

-) EU funding models (lump sum, unit costs, actual costs)
-) Principles of budget design and cost allocation
-) Linking activities, deliverables, and costs
-) Budget categories (staff, travel, equipment, subcontracting)
-) Financial monitoring and budget control during implementation
-) Managing budget changes and reallocations

4.3 Part III: Compliance, reporting, and audit readiness

This component focuses on ensuring compliance with EU rules and preparing for audits.

It includes:

-) Eligibility of costs and supporting documentation
-) Procurement rules and procedures
-) Timesheets and staff cost justification
-) Technical and financial reporting requirements
-) Audit processes and expectations
-) Common errors and risks in EU project management

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-) Internal control mechanisms and risk mitigation strategies

5 Methodology

The training adopts a practical, participant-centred, and interactive approach.

Key methodological elements include:

-) Conceptual input sessions to introduce key principles
-) Hands-on exercises (e.g., call analysis, budget design)
-) Case studies based on real project scenarios and audit situations
-) Group discussions and peer learning
-) Guided reflection on participants' institutional practices

The methodology emphasises learning by doing, enabling participants to directly apply concepts to their own contexts.

6 Structure and duration

The training is designed as a three-day programme, combining synchronous sessions and individual/group work.

Each day includes approximately 3 hours of synchronous training, complemented by 1.5 to 2 hours for homework assignments.

Total effort accounts for 15 working hours.

6.1 Day 1: EU grant sourcing and strategic positioning

-) EU funding landscape
-) Navigating funding platforms
-) Understanding calls and eligibility
-) Strategic selection of funding opportunities

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6.2 Day 2: Financial Management and Budgeting

-) EU funding models
-) Budget design and cost allocation
-) Financial management during implementation

6.3 Day 3: Compliance, Reporting, and Audit

-) Eligibility rules and documentation
-) Procurement and financial control
-) Reporting and audit readiness
-) Risk management

7 Learning outcomes and practical outputs

At the end of the training, participants are expected to:

-) Demonstrate a clear understanding of EU funding mechanisms
-) Identify suitable funding opportunities for their institutions
-) Design basic project budgets aligned with EU requirements
-) Apply sound financial management practices
-) Ensure compliance with EU rules and documentation standards
-) Recognise and mitigate risks related to financial management and audits

As part of the training, participants will develop a set of practical outputs that can be directly applied within their institutions. These deliverables are intended to serve as institutional tools, supporting not only individual projects but also strengthening overall project management capacity.

Funding opportunity analysis template: a structured analysis of a relevant EU call, including objectives, eligibility, budget conditions, and strategic relevance.

Basic project budget template: a draft budget aligned with project activities, including cost categories and justification.

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Budget justification note: a short narrative explaining the logic and allocation of costs.

Compliance checklist for EU projects: a practical tool to support ongoing financial and administrative compliance.

Document management structure: a system for organising financial and supporting documents.

Risk and compliance self-assessment tool: a checklist to identify potential financial and compliance risks at the institutional level.

8 Conclusion

Participation in EU-funded projects represents a significant opportunity for universities to enhance their academic, institutional, and societal impact. However, success in such projects depends not only on strong ideas but also on effective financial management and strict compliance with funding rules.

This training contributes to strengthening institutional capacity by equipping university staff with the knowledge and practical skills required to manage EU grants responsibly, transparently, and effectively, thereby ensuring both project success and long-term sustainability.

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