



01 PROJECT

→ What is the purpose of this theme for a project ?

This module aims to bring operational tools for building your company's budget, in relationship with the work organization model, especially for projects for which the European dimension will have an important impact: possible financing, partnerships to be created, types of services to be organized...

02 GOALS AND COMPETENCES

→ What will the participant be able to do/to achieve with the proposed content of the module ?



1. If he/she is still shaping up his/her idea :

- ✓ Understanding the basic notions to elaborate a budget
- ✓ Looking him/herself ahead on a possible sector to develop on a European scale, according to the service offer he/she is considering
- ✓ Talking and exchanging about companies that develop european services with project leaders



2. If her/she already have a project at his/her disposa :

- ✓ Elaborating his/her business plan by possibly integrating European funding and systems for the exchange of services.
- ✓ Analyzing the practices of the actors he/she plans to work with: management, production and marketing methods...
- ✓ Elaborating his/her own economical model and his/her work organization model by integrating the European dimension of his/her project

03 PROGRAM-SEQUENCES AND TOOL SHEETS

→ What are the expected results of the program ?

1) Understanding and sharing representations of what economics and work are

- ✓ Developing a common vocabulary on budgetary and management issues
- ✓ Understanding and sharing common terminology and experience
- ✓ Presenting the differences and similarities of the existing trade systems in each country

2) Elaborating common references about european schemes

- ✓ Acquiring a better knowledge of European schemes for mobility and project funding in order to make choices
- ✓ Facilitating exchanges between participants in order to achieve a constant and multinational collaboration over time

3) Elaborating his/her project by the way of business collaborations

- ✓ Being aware of the balance between the billable unit, the actual working time and the respect towards the work environment
- ✓ Knowledge of the main forms of company organization according to its size
- ✓ Back-up the choices that have been made, according to a standard reference scheme



→ What are the different contents addressed in the two proposals ?



PROGRAM 1

Day1

MORNING

sequence

S1

- Introduction and presentation of the group and the tutors
- Interaction between financial management and creopss+'s different modules
- Individual sheet (presentation of each project, of the expectations and expertise's level about financial management) + presentation to the group

Day2

sequence

S3

- Presentation of the different existing organisational charts

Day3

sequence

S5

- Group working time to build partnerships

LUNCH

AFTER NOON

sequence

S2

- Work time about the different existing systems for each country
- Local exchange trading system (LETS), local currencies, time bank,...

sequence

S4

- european funds + schemes for entrepreneurs
- mobility/funding

sequence

S6

- Individual assessments shared to the group



PROGRAM 2

Day1

MORNING

sequence

S1

- Introduction to financial management and work organisation
- Lexicon and Vocabulary
- Participants' experience in budget management

Day2

sequence

S3

- Link between billable unit and working time
- Human resources, management (task distribution, motivation, ergonomics..)
- Possible monetary systems possibles

Day3

sequence

S5

- Alternative-collaborative forms of economy (time bank, ethical bank, etc.) and new forms of organisation

LUNCH

AFTER NOON

sequence

S2

- Organisational mode
- Organisational chart model
- Possible contracts ?
- Differences between countries

sequence

S4

- European funding European programming (EU) Local funding (country, region)

sequence

S6

- Operational tools Future projection/perspective of the knowledge they have worked on, for each participant's personal project
- Course evaluation.



FINANCE AND WORK ORGANIZATION

→ Tool sheets to be used

UNDERSTANDING AND SHARING REPRESENTATIONS OF WHAT ECONOMICS AND WORK ARE

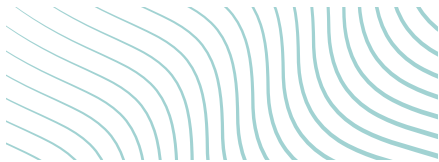


- ✓ *Developing a common vocabulary on budgetary and management issues*
- ✓ *Understand and share common terminology and experience*
- ✓ *Present the differences and similarities of the existing trade systems in each country.*
- Finance lexicon game

→ Tool sheets to be created

- Participants' positions/opinions on their knowledge of financial and management issues
- Organizational mode - Organizational chart model
- Diagram of exchange systems
- Role-play simulating a morning session of work

ELABORATING COMMON REFERENCES ABOUT EUROPEAN SCHEMES



- ✓ *Acquiring a better knowledge of European schemes for mobility and project funding in order to make choices*
- ✓ *Facilitating exchanges between participants in order to achieve a constant and multinational collaboration over time*
- European fundings guide
- European mobility schemes guide

ELABORATING HIS/HER PROJECT BY THE WAY OF BUSINESS COLLABORATIONS



- ✓ *Being aware of the balance between the billable unit, the actual working time and the respect towards the work environment*
- ✓ *Knowledge of the main forms of company organization according to its size*
- ✓ *Back-up the choices that have been made, according to a standard reference scheme*
- Billable unit calculation
- Simple forecasting spreadsheet

→ Tool sheets to be created

- Individual SWOT analyzing sheet
- Tables and business organization models to be filled out

HOW THE INTERCULTURAL DIMENSION WILL BE ADDRESSED IN THIS MODULE ?

- ✓ *Awareness of the similarities and differences in the budget's structuration and the place of work organization in the elaboration of calculations*
Through role-playing, lexical games and exchanges of practices between participants.
- ✓ *Better knowledge of the possibilities offered by Europe in terms of funding and mobility*
On the basis of documents and research to be carried out in groups on specific themes
- ✓ *Application to his/her entrepreneurial project*
By the creation of his/her provisional budget and his/her work organization model, by the creation of a scheme of possible collaborations between the participants





04 EXEMPLES DE PROJETS



La SCIC ENR Pays de Rance

The “Société Coopérative d’Intérêt Collectif énergies renouvelables du pays de Dinan” (Cooperative Society of Collective Interest / Renewable Energies from Dinan and near localities) was born from a collective reflection within the environment commission section of the Development Council of the ‘Pays de Dinan’. The initial idea was to work with all the actors present within this commission to develop renewable energies, in particular the wood energy sector.

Today, the [cooperative](#) brings together 100 members, divided into 4 categories of associates (employees, farmers and forest owners, local authorities and individuals, professionals), daily involved in various activities around renewable energy and sustainable development.

