

PROJECTS

FREE OF CHARGE SERVICES*

- Up to n.2+2 bilateral consultancy strategic or operational conversations/year on projects or programmes
- Up to n.4 projects or program ideas/year (shared with Business)
- Full access to the MoZ and publication of project/program ideas
- Support across the 10 MoZ maturity steps to develop published project ideas
- Up to n.5 brokerage meetings/year for projects/program proposals (organised, chaired, reported, and administered by EPSI)
- Possibility to join project proposals from other EPSI members (with coordinator approval)

*Free with EPSI membership.

PROJECTS



Note: Prices are subject to annual adjustments also in line with the seniority of the EPSI staff providing the services.

MEMBERS

**NON
MEMBERS**

Drafting & Preparation

Partner Search Support (Non-members only)	N/A	€50/partner
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MoZ Idea Development	€100	€150
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Proposal Proofreading & Editing	€400	€600
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Specific Proposal Section Drafting	€150-€350	€225-€525
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Event Organisation Support	€50/hour	€75/hour
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Implementation

Project Management	€400- €500/month	€600- €750/month
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Grant Agreement Support	€800	€1200
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Project Amendments Support	€400	€600
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SYGMA Portal Guidance	€75	€115
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Deliverable Assessment & Feedback	€50-€250	€75-€375
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Project Management Consultation	€75	€115
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Mid-Term Report Evaluation	€400	€600
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Final Report Review and Refinement	€800	€1200
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PROJECTS

DRAFTING & PREPARATION



Partner Search Support

Non-members only

EPSI helps identify and connect with suitable partners.
Includes the search and outreach to potential partners.

N/A

50€
/partner

MEMBERS

NON-MEMBERS

Support to MoZ Idea Development

2 man hours.

Tailored support in developing and shaping the concept note to be added to the MoZ.
(1 hour consultation + 1 hour work on the concept note file)

100€

150€

MEMBERS

NON-MEMBERS

Proposal Proofreading and Editing

Up to 8 man hours

Language polishing and strategic feedback on full project proposals. Includes:

- Full language and style edit
- Light feedback on structure and clarity.

400€

600€

MEMBERS

NON-MEMBERS

Development of Specific Proposal Sections

3–5 man hours for standard | 5–7 hours for complex

Guidance and support in drafting dedicated sections of your proposal. Includes:

- Targeted writing
- Alignment with priorities
- Review and revision.

**150€–
250€**

Standard

**225€–
375€**

Standard

**250€–
350€**

Complex

**375€–
525€**

Complex

MEMBERS

NON-MEMBERS

Event Organization Support

50€
/hour

75€
/hour

Man-hours: variable

MEMBERS

NON-MEMBERS

Help in planning or co-managing project events, evaluated case-by-case. Tailored help for project events (kick-offs, partner meetings, etc.) Includes:

- Logistics
- Internal and external coordination
- Agenda formatting

PROJECTS

IMPLEMENTATION

Project Management

400€-500€
/month

600€-750€
/month

8-10 man hours.

MEMBERS

NON-MEMBERS

Comprehensive project oversight and coordination throughout the project duration. Includes:

- tasks and activities scheduling
- risk management
- communication facilitation

Grant Agreement Support

800€

1200€

MEMBERS

NON-MEMBERS

16 man hours.

Tailored assistance in preparing documentation related to grant agreements. It ensures compliance with funding requirements and facilitates the smooth initiation of the project.

Project Amendment Support

400€

600€

MEMBERS

NON-MEMBERS

8 man hours.

In the event of project amendments, tailored support is provided in preparing and processing the required documentation.

SYGMA Portal Guidance Session

75€

115€

1.5 man hours.

MEMBERS

NON-MEMBERS

Guidance sessions for project leaders and partners, designed to facilitate effective utilisation of the SYGMA portal.

Deliverable Assessment & Feedback

50€-
250€

75€-
375€

1-5 man hours, depending on complexity.

MEMBERS

NON-MEMBERS

Assessment and feedback on project deliverables, ensuring their quality and alignment with project objectives.

Project Management Consultation

75€

115€

1.5 man hours.

MEMBERS

NON-MEMBERS

Personalised consultations on project management strategies and challenges with guidance, problem-solving insights, and best practices to optimise project performance and overcome obstacles effectively.

Mid-Term Report Review

400€

600€

8 man hours.

MEMBERS

NON-MEMBERS

Detailed evaluation and feedback session on the mid-term project report. The report accurately reflects project progress, achievements, and challenges. It provides insights and recommendations to enhance project effectiveness and address any emerging issues.

Final Report Review

800€

1200€

16 man hours.

MEMBERS

NON-MEMBERS

Comprehensive evaluation and refinement of the final project report. It involves a thorough review, constructive feedback, and recommendations for improvement to deliver a high-quality final document.