

## LIFE APPLICATION WRITING WORKSHOP UK LIFE NCP

Thursday, 12 May 2016

Scottish Government Offices, Conference Room 1, Victoria Quay, Leith, EH6 6QQ

[Location map](#)

| AGENDA – UNITED KINGDOM   |  |   |
|---|--|---|
| Time  | Session  | Speaker   |
| 10.00   | Welcome<br>Question board – put your questions on the boards during the morning ready for: Q&A   |   |
| 10.30   | Introduction to the day  | Key note speaker:<br>Daniel Hall                  |
| 10.40   | How to write a good application <ul style="list-style-type: none"> <li>• What are your objectives?</li> <li>• What are the key issues?</li> <li>• How to complete the forms - eProposal</li> <li>• Top tips and common failings</li> </ul> | UK LIFE NCP: Amanda Gregory and<br>Jessica Magnus |
| 11.10   | Finance: example from <a href="#">SEWeb</a> – when to use the finance team, level of detail for the application, etc   | SEWeb – Paula Brown (SEPA)                        |
| 11.30   | Break - Tea & coffee provided  |   |
| 11.50   | Experience of Putting together and Writing a LIFE project: <a href="#">LIFE Smart Waste</a>  | Catherine Preston (SEPA)                          |
| 12.10   | LIFE: How to keep to time and budget   | Jason Watts (SNH)                                 |
| 12.30   | Log-Frame and LIFE   | Martin Davies (Parides)                           |
| 13:00–14:00 Lunch (NB. not provided - canteen in building and local cafes are close by)<br>Networking and Q&A opportunity |  |   |
| 14:00   | Exercise to improve the quality of proposals<br>1 bid picked as a case study for each group; critically analysing it to apply learning. Focussing on the environmental problem, objectives, and actions.                                   | All   |
| 14:45   | Feedback from groups about lessons learned from your LIFE project (5 mins from each group)   | All   |
| 15:00   | Break - Tea & coffee provided  |   |
| 15:15   | From good design to measureable impacts: monitoring a LIFE project   | Donald Lunan, Neemo LIFE<br>Monitoring Team       |
| 15:45   | JNCC's LIFE Support: <ul style="list-style-type: none"> <li>➢ Next steps</li> <li>➢ Support arrangements</li> </ul>  | UK LIFE NCP                                       |
| 16:00   | Questions and Answers  |   |
| 16.15   | Close  |   |