EVROPSKI RAZPISI IN MENEDŽMENT EVROPSKIH PROJEKTOV

UČNI NAČRT PREDMETA/COURSE SYLLABUS

Predmet:	EVROPSKI RAZPISI IN MENEDŽMENT EVROPSKIH PROJEKTOV
Course title:	EUROPEAN TENDERS AND EUROPEAN PROJECT MANAGEMENT
Članica nosilka/UL Member:	UL FU

Študijski programi in stopnja	Študijska smer	Letnik	Semestri	Izbirnost
Upravljanje javnega sektorja, prva stopnja, univerzitetni	Upravljanje v Evropski uniji (smer)	2. letnik	1. semester	obvezni

Univerzitetna koda predmeta/University course code:	0174767
Koda učne enote na članici/UL Member course code:	1806

Predavanja /Lectures	Seminar /Seminar	Vaje /Tutorials	Klinične vaje /Clinical tutorials	Druge oblike študija /Other forms of study	Samostojno delo /Individual student work	ECTS
15		15		30	30	3

Nosilec predmeta/Lecturer:	izr. prof. dr. Žiga Kotnik
Vrsta predmeta/Course type:	OBVEZNI/CORE
Jeziki/Languages:	Predavanja/Lectures: Angleščina, Slovenščina Vaje/Tutorial: Angleščina, Slovenščina

Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:	Prerequisites:
/	/

Vsebina:	Content (Syllabus outline):
1. Politike in programi EU ter navezava na evropske razpise 2. Področja in vrste EU razpisov (kohezija, razvoj, znanost itd.) 3. Evropske strategije za inovacije, raziskave in razvoj 4. Projektni cikel (od idejne zasnove projekta do evalvacije projekta) 5. Priprava dokumentacije pri posameznih vrstah projektov (priprava projekta, poročanje rezultatov projekta in diseminacija projekta) 6. Okviri in časovnica evropskih razpisov 7. Pogodbena razmerja z EU 8. Management projektnega konzorcija oz. tima 9. Orodja za spremljanje izvajanja ter obvladovanje tveganj v evropskih projektih	1. EU policies and programs and their relation to European calls 2. Different areas and types of EU tenders (cohesion, development, science, etc.) 3. European strategy for innovation, research and development 4. The project cycle (from the designing the idea conceptual to the evaluation of the project) 5. Preparation of documentation for different types of projects (preparation of the project, reporting of project results and dissemination of the project) 6. Frames and timetable for European tenders 7. Contractual relations with the EU 8. Managing project consortium and team

10. Finančni in administrativni vidiki evropskih projektov 11. Vsebinsko in finančno revidiranje evropskih projektov 12. Pregled metodologij za posamezno vrsto projektov	9. Tools for monitoring implementation and risk management in European projects 10. Financial and administrative aspects of European projects 11. The substantive and financial auditing of European projects 12. An overview of the methodologies for each type of project

Temeljna literatura in viri/Readings:

1. Beginners Guide to EU Funding, European Commission, 2015.
2. PM2 Project Management Methodology Guide 3.0., European Commission, 2018.
3. Larson, W.E. & Gray, C.F.: Project Management: The Managerial Process. Mcgraw-hill Series - Operations and Decision Sciences, 2017.
4. Evaluation Methods for The European Union's External Assistance, European Communities, 2006

Cilji in kompetence:	**Objectives and competences:**
Cilji: • Študent razume programski, politični in razpisni okvir evropskih projektov • Študent spozna tehnična orodja za realizacijo razvojnih, znanstvenoraziskovalnih ali izobraževalnih idej za projekt • Študent se usposobi za pripravo projektnega osnutka ter vzpostavitev projektnega konzorcija ter budžeta • Študent se usposobi za razumevanje kompleksnosti pridobivanja EU sredstev ter menedžeriranja EU projekta Kompetence: • Študent bo zmožen orientacije po programih in razpisih EU • Študent bo obvladal identifikacijo najbolj primernih oblik za pridobitev evropskih sredstev glede na tematiko in cilje projekta • Študent bo sposoben formulirati projektne ideje v skladu s cilji evropskih razpisov • Študent bo sposoben uporabiti temeljna pravila za menedžment evropskih projektov v različnih fazah, od planiranja, formuliranja, uresničevanja, razvijanja, spremljanja do evalviranja	Objectives: • The student understands the program, the political and the tender framework of European projects • The student learns the technical skills for development, scientific research or educational ideas for the project • The student knows how to prepare a project proposal and is able to establish a project consortium and budget • The student understands the complexity of obtaining EU funds and managing the EU project. Competences: • The student will be able to recognize the potential of the programs in EU tenders • The student will be able to identify the most appropriate forms for acquiring European funds in relation to the theme and objectives of the project • The student will be able to design project ideas in accordance with the objectives of European tenders • The student will be able to manage European projects at different stages, from planning, formulation, implementation, development, monitoring to evaluation

Predvideni študijski rezultati:	**Intended learning outcomes:**
Študent je sposoben poznati različne EU programe in razpise ter možnosti dostopanja do EU sredstev. Študent je sposoben pripraviti ustrezen projektni predlog ter pridobiti financiranje. Študent je sposoben samostojno izpeljati odobren EU projekt.	The student will know the various EU programs and EU calls for projects that are funded by EU. The student will be enabled the write their own project and thus prepare an appropriate project proposal and obtain financing for the project. The student will be able to independently carry out an EU project that was approved.

Metode poučevanja in učenja:	**Learning and teaching methods:**
1. priprava na predavanja	1. preparations for lectures

2. predavanje 3. študija primera 4. problemsko učenje	2. lecture 3. case study 4. problem based learning

Načini ocenjevanja:	**Delež/Weight**	**Assessment:**
1. Aktivno sodelovanje (samostojno in/ali skupinsko delo, e-učenje, test, esej), skupinsko delo in poročilo (poročilo projektne naloge, zagovor projektne naloge) Pri oblikovanju ocene predmeta se upoštevajo rezultati tistih delnih obveznosti, ki jih študent pridobi do roka, za katerega je razpisana časovna obveznost (pisni ali ustni izpit).	40,00 %	1. Active participation (individual and/or group work, e-learning, test, essay) group work and report (report of project work, oral presentation of project work) Final assessment of the course is the sum of the time commitments (oral exam, written exam) and other partial estimates of commitments for this period.
2. Pisni izpit in/ali ustni izpit (pogoj: pozitivna ocena izpita)	60,00 %	2. Written (and/or oral) examination (condition: positive evaluation of the exam)

Ocenjevalna lestvica:	**Grading system:**
5 - 10, pri čemer velja, da je pozitivna ocena od 6 - 10	5 - 10, a student passes the exam if he is graded from 6 to 10

Reference nosilca/Lecturer's references:

- LAH, Lenart Milan, KOTNIK, Žiga. Drivers of environmental regulation costs and their perception by firms : evidence from Slovenia. Journal of cleaner production. 10 Apr. 2025, vol. 501, [article no.] 145274, 10 str., ilustr. ISSN 1879-1786. https://www.sciencedirect.com/science/article/pii/S0959652625006249, DOI: 10.1016/j.jclepro.2025.145274. [COBISS.SI-ID 229957891]
- KOTNIK, Žiga. Project management in public administration : ICT usage in the pedagogical process. V: GÓMEZ CHOVA, Louis (ur.), GONZÁLEZ MARTÍNEZ, Chelo (ur.), LEES, Joanna (ur.). *INTED 2023 : conference proceedings : 17th annual International Technology, Education and Development Conference : 6-8 March, 2023, Valencia (Spain)*. Valencia: IATED Academy, 2023. Str. 4899-4907, tabele. INTED proceedings (Internet). ISBN 978-84-09-49026-4. ISSN 2340-1079. https://library.iated.org/view/KOTNIK2023PRO, DOI: 10.21125/inted.2023.1275. [COBISS.SI-ID 147008771]
- KOTNIK, Žiga, KLUN, Maja. The reluctance of the local public administration to participate in the Triple Helix. NISPAcee journal of public administration and policy. Jun. 2025, vol. 18, iss. 1, str. 77-99, ilustr. ISSN 1338-4309. https://sciendo.com/article/10.2478/nispa-2025-0005, DOI: 10.2478/nispa-2025-0005. [COBISS.SI-ID 239257091]
- STANIMIROVIĆ, Tatjana, KLUN, Maja, KOTNIK, Žiga. Fiscal measures for green transition and their influence on macroeconomic indicators : case of Slovenia. Review of Economic and Business Studies. Jun. 2025, vol. 18, iss. 1, str. 61-70, graf. prikazi, tabele. ISSN 2068-7249. https://rebs.feaa.uaic.ro/issues/pdfs/36.pdf, https://rebs.feaa.uaic.ro/, DOI: 10.47743/rebs-2025-1-000 [COBISS.SI-ID 246979843]
- STANIMIROVIĆ, Tatjana, LAH, Lenart Milan, KOTNIK, Žiga, KLUN, Maja. Green budgeting implementation in financing of sustainable society - experience of Slovenia. Management. 2023, vol. 28, special issue, str. 79-91, graf. prikazi. ISSN 1846-3363. https://hrcak.srce.hr/311029, https://hrcak.srce.hr/clanak/456875, https://d.cobiss.net/repository/si/files/181149699/130250/06.pdf, DOI: 10.30924/mjcmi.28.si.6. [COBISS.SI-ID 181149699]