

Frea Project

Joint Action plan - Activity 1.5 *“Model of intervention - Toolbox”*

Model step
Toolbox



Index

1. Model step	3
2. Content of the toolbox	4





FRea

1. Model step

A standard model based on financial advice documents, enterprise creation quick referral guide, synthesis on funding opportunities, communication tips&tricks, project management templates, handbook for actors will be developed. The set of tools will form a complete “toolbox”. In this document is collected the directory of the files produced.










FRea

2. Content of the toolbox

The toolbox is composed by 4 guides (Enterprise creation, Finance & Funding Opportunities, Communication Tips & Tricks, Project management & Handbook) and related attachments. In detail the “FRea_JAP_2_Model (Toolbox)” folder contains the following sub-folders:

- FRea_JAP_2_Toolbox_Communication Tips & Tricks
- FRea_JAP_2_Toolbox_ENTERPRISE CREATION GUIDE
- FRea_JAP_2_Toolbox_Project Management & Handbook
- FRea_JAP_2_Toolbox_SYNTHESIS ON FUNDING OPPORTUNITIES

Also, “FRea_JAP_2_Toolbox_Project Management & Handbook” comprise the following annexes:

-  Tool 0_Project Charter
-  Tool 1_ BMC
-  Tool 2_Stakeholders map
-  Tool 3_Risks
-  Tool 4_Budget
-  Tool 5_Communication plan
-  Tool 6_Planning Check list
-  Tool_PM_Manual
-  Tool_Project Management Dashboard