

## WEEK 1

Monday, 19 <sup>th</sup> February		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 GU Biologicum Hörsaal 1 (-1.202)	<b>Kick-off meeting</b>		
09:00 – 9:20	Presentation of the Frankfurt Spring School	tba	GU: FB 15
09:20 – 9:25	Welcoming speech from the Faculty of Biosciences at GU	Prof. Dr. Ernst Stelzer	GU: FB 15
09:25 – 9:30	Presentation KfW	tba	KfW
09:30 – 9:35	Presentation KPMG		KPMG
09:35 – 9:40	Presentation WWF	Axel Krumsiek	WWF
09:40 – 9:45	Presentation WCS	Molly Crystal	WCS
09:45 – 10:30	Coffee Break		
10:30 – 11:45	Key-note speech FZS	Dr. Christof Schenck	FZS
13:00 – 15:00 GU Biologicum, Seminarraum 2 (-1.301), Flügel C	<b>Get-together and introduction to the programme</b> Getting to know each other and together as a team, introduction to the overall programme and the modules	GU Michael Brombacher	GU + participants
16:00 – 17:30 City center	<b>Guided tour through the city of Frankfurt and all participating institutions</b>	FZS	FZS + participants
18:00 Villa 102 Bockenheimer Landstraße 102 60323 Frankfurt am Main	<b>Evening event with all participating institutions</b>	KfW Foundation	KfW Foundation, KPMG, GU, WCS, BioFrankfurt, FZS, WWF, KfW,
Tuesday, 20 <sup>th</sup> February		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 13:00 – 17:00 GU Biologicum, Seminarraum 2 (-1.301), Flügel C	<b>Introduction to logical frameworks</b> Introduction to the logical framework approach, how to conduct a comprehensive situation analysis and turn this into a functioning, effective and efficient project	Martin Davies	external facilitator
Wednesday, 21 <sup>st</sup> February		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 13:00 – 17:00 GU Biologicum, Seminarraum 2 (-1.301), Flügel C	<b>Introduction to logical frameworks</b> Introduction to the logical framework approach, how to conduct a comprehensive situation analysis and turn this into a functioning, effective and efficient project	Martin Davies	external facilitator
Thursday, 22 <sup>nd</sup> February		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 13:00 – 17:00 GU Biologicum, Seminarraum 2 (-1.301), Flügel C	<b>Introduction to logical frameworks</b> Introduction to the logical framework approach, how to conduct a comprehensive situation analysis and turn this into a functioning, effective and efficient project	Martin Davies	external facilitator
Friday, 23 <sup>rd</sup> February		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 13:00 – 17:00 GU Biologicum, Seminarraum 2 (-1.301), Flügel C	<b>Planing and managing a project budget</b> How to develop an activity based budget and how to manage the financial aspects of a project	Martin Davies	external facilitator
19:00 – 22:00 FZS Bernhard-Grzimek-Allee 1 60316 Frankfurt am Main	<b>International Dinner</b>		

## WEEK 2

Monday, 26 <sup>th</sup> February		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 13:00 – 17:00 GU Biologikum, Seminarraum 2 (-1.301), Flügel C	<b>Presentation and further development of the six „real world“ project proposals of the KfW Foundation Fellows</b> The eight KfW Fellows will present their projects for a first wider discussion in the group. Revision / development of the problem tree – as practical group work.	Biljana Aljinović, Martin Davies, Nick Folkard	KfW Foundation, external facilitator
Tuesday, 27 <sup>th</sup> February		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 13:00 – 17:00 GU Biologikum, Seminarraum 2 (-1.301), Flügel C	<b>Further development of the six „real world“ projects</b> Revision / development of the problem tree – as practical group work.	Biljana Aljinović, Martin Davies, Nick Folkard	external facilitator
18:30 Haus Metzler Bonames Alt Bonames 6 60433 Frankfurt-Bonames	<b>Speed dating</b>	FZS	KfW Foundation, KPMG, GU, BioFrankfurt, FZS, WWF, KfW,
Wednesday, 28 <sup>th</sup> February		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 GU Biologikum, Seminarraum 2 (-1.301), Flügel C	<b>Project set-up and management</b> How do I set up a well-functioning project structure and team, and how do I manage a project once it's underway? To include a practical exercise.	Martin Davies, Nick Folkard	external facilitator
13:00 – 17:00 GU Biologikum, Seminarraum 2 (-1.301), Flügel C	<b>Development of the project proposals of the six Spring Schoolreal world conservation projects</b> Practical group work: Problem tree to objective tree and project scoping. Higher-level objectives in the logframe of each of the eight projects.	Martin Davies, Nick Folkard	external facilitator
Thursday, 29 <sup>th</sup> February		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 GU Biologikum, Seminarraum 2 (-1.301), Flügel C	<b>Proposal writing principles</b> General introduction to proposal writing and how a good funding application should be written, including practical sessions.	Martin Davies, Nick Folkard	external facilitator
13:00 – 17:00 GU Biologikum, Seminarraum 2 (-1.301), Flügel C	<b>Financial management and reporting</b> Excursion to the finance department of Frankfurt Zoological Society. Introduction into the world of finance, charity and non-profit organization management. What are the duties, responsibilities, rules and regulations of finance management, and how is it structured? What kind of income and expenditures exist and how do we deal with them? Practical Session/Workshop: How to complete an expenditure report	Florian Becker-Gitschel, Nico Alf	FZS
17:30 – 19:30 Cafe Mutz Alt-Niederursel 27 60439 Frankfurt am Main	<b>Conservation cafe</b> Challenges in Conservation	tba	tba
Friday, 1 <sup>st</sup> March		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 13:00 – 17:00 GU Biologikum, Seminarraum 2 (-1.301), Flügel C	<b>Financial management and reporting</b> How to read a balance sheet? What are the basic financial key figures of a non-governmental organisation? How do I structure a financial risk planning? What kind of financial audits are possible, how do they work? Practical session/ Workshop: How to read a balance sheet?	Florian Becker-Gitschel	FZS

## WEEK 3

Monday, 4 <sup>th</sup> March		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 13:30 – 15:00 KfW IPEX-Bank GmbH Zeppelinallee 8 60325 Frankfurt am Main	<b>KfW – a key player in international conservation</b> Excursion to KfW, introduction to the KfW Development Bank and conservation projects funded through KfW	Sandra Gmelin	KfW
15:00 – 17:00 KfW IPEX-Bank GmbH Zeppelinallee 8 60325 Frankfurt am Main	<b>Wildlife Crime: Challenges and Opportunities</b>	Rohit Singh	WWF international, KfW-Bernhard-Grzimek Award holder 2022
Tuesday, 5 <sup>th</sup> March		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 13:00 – 17:00 GU Biologicum, Seminarraum 2 (-1.301), Flügel C	<b>Challenges in Conservation</b>	tba	WWF, WCS, FZS
17:30 – 19:30 Cafe Mutz Alt-Niederursel 27 60439 Frankfurt am Main	<b>Conservation cafe</b> Human Rights and Social Safeguards in the field	tba	tba
Wednesday, 6 <sup>th</sup> March		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 GU Biologicum, Seminarraum 2 (-1.301), Flügel C	<b>Human rights approach to conservation and Environmental and Social Safeguards in the project context</b> The application of safeguards in project and program management, its challenges and opportunities	tba	WWF
13:00 – 17:00 GU Biologicum, Seminarraum 2 (-1.301), Flügel C	<b>Human resources in the project context</b> General introduction to human resources (main principles, roles and constellations of contracts in the project context, recruitment, line management etc.)	Michael Brombacher, Linda Schultze	FZS
Thursday, 7 <sup>th</sup> March		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 13:00 – 17:00 GU Biologicum, Seminarraum 2 (-1.301), Flügel C	<b>Leading project teams and Leading project teams remotely</b> Tools and techniques to effectively lead a project team on site and remotely	Timm Eichenberg	external facilitator
Friday, 8 <sup>th</sup> March		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 13:00 – 17:00 GU Biologicum, Seminarraum 2 (-1.301), Flügel C	<b>Monitoring &amp; Evaluation</b>	Marco Heurich, Adam Smith, Diane Detoeuf	Bavarian Forest NP, FZS, WCS

## WEEK 4

Monday, 11 <sup>th</sup> March		Lead/Facilitator/Speaker	Institution
Day Off	<b>preparation for exam</b>		
Tuesday, 12 <sup>th</sup> March			
15:00 – 17:00 GU Biologicum, Seminarraum 2 (-1.301), Flügel C	<b>Final Exam</b>		
17:30 – 19:30 Cafe Mutz Alt-Niederursel 27 60439 Frankfurt am Main	<b>Conservation cafe</b> Q&A Human resources	Michael Brombacher	FZS
Wednesday, 13 <sup>th</sup> March			
09:00 – 12:00 13:00 – 17:00 GU Biologicum, Seminarraum 2 (-1.301), Flügel C	<b>Personal Impression</b> How do I come across? How can I use my voice and language effectively? What does my body language transmit?	Wolfgang Lüchtrath	external facilitator
Thursday, 14 <sup>th</sup> March			
07:00 – 19:00 Meeting point: FZS Bernhard-Grzimek-Allee 1 60316 Frankfurt am Main	<b>Excursion to Kellerwald-Edersee National Park</b> Non-intervention management versus conservation management, environmental communication, tourism in a national park	Nico Eidenmüller	FZS
Friday, 15 <sup>th</sup> March		Lead/Facilitator/Speaker	Institution
09:00 – 12:00 13:00 – 17:00 GU Biologicum, Seminarraum 2 (-1.301), Flügel C	<b>PR and communications in a project context</b> From social media to crisis communications – an introduction into communications for conservation projects with practical exercises (Comms strategy, presentations, interviews).	Dagmar Andres-Brümmer, Katharina Hensen, Nils Elbert	FZS
19:00 – 21:00 FZS Bernhard-Grzimek-Allee 1 60316 Frankfurt am Main	<b>Closing event</b> Hosted by FZS	Michael Brombacher	FZS