



WORKSHOPS & TRAINING COURSES



Octopux Consulting offers a variety of workshops and training courses on EU Funding programmes (Horizon2020, SME Instrument, EU Procurement, Erasmus+, Eurostars, etc.), Proposal Writing, and Financial & Administrative Management of approved projects.

Our workshops can be customized according to different levels: **beginners, intermediate, advanced** or **entirely mixed**.

IN-HOUSE TRAINING

The programmes we offer are also available to be delivered in-house at your organisation or at an off-site location. In-house delivery allows you the **flexibility of delivering at your location**, customising the program to your organisation's individual learning and logistical needs, creates delivery time frame flexibility, and helps to create a culture of rainmaking success at your organisation.

You can join us in Brussels or we can go to you... no matter if you are in a EU or non-EU country!





octopux
Consulting

Transmitting you our EU knowledge

Our training fees

*All prices are non-negotiable and exclude 21% Belgian VAT

1. IN-HOUSE TRAINING: in the European Union and Associated Countries*

*For groups of min. 2 to max. 20 people

- **1 day: 3.700€**, excluding accommodation, flights, local transport, meals and snacks for the trainer(s)
- **2 day: 4.700€**, excluding accommodation, flights, local transport, meals and snacks for the trainer(s)
- **3 day: 5.700€**, excluding accommodation, flights, local transport, meals and snacks for the trainer(s)
- **4 day: 6.700€**, excluding accommodation, flights, local transport, meals and snacks for the trainer(s)

*Associated Countries to the EU are: *Turkey, Israel, Norway, Iceland, Switzerland, Liechtenstein, Serbia, Montenegro, Albania, Ukraine, Faroe Islands, Bosnia Herzegovina, Macedonia, Moldova, Tunisia, Armenia and Georgia.*

NOTE: For in-house workshops at our headquarters in Brussels, an extra 1.000€ is charged as rental cost.

For extra participants, 95€ per person will be charged.

2. IN-HOUSE TRAINING: outside the European Union and Rest of the World

*For groups of min. 2 to max. 20 people

- **1 day: 4.700€**, excluding accommodation, flights, local transport, meals and snacks for the trainer(s)
- **2 day: 5.700€**, excluding accommodation, flights, local transport, meals and snacks for the trainer(s)
- **3 day: 6.700€**, excluding accommodation, flights, local transport, meals and snacks for the trainer(s)
- **4 day: 7.700€**, excluding accommodation, flights, local transport, meals and snacks for the trainer(s)

For extra participants, 95€ per person will be charged.

MANDATORY CONDITIONS FOR BOOKING AND FULL CONFIRMATION

BEFORE the training:

1. Signature of contract by Octopux and the client.
2. Full (or 50%) deposit of the fee at Octopux bank account.
3. Booking confirmation of flight tickets and accommodation by the client.
4. Printing of training material by the client.

AFTER the training:

1. Payment of the amount in default (where a 50% deposit takes place before the training). To be done in 15 calendar days after Octopux sends an invoice.
2. Reimbursement by the client of local expenses – public transport, meals and snacks – incurred by the trainer(s) from Octopux. To be done in 15 calendar days after Octopux sends an invoice.

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