

ASSOCIATION OF CARIBBEAN STATES (ACS)

CONCEPT NOTE PROJECT FORMULATION WORKSHOP

1. NAME OF THE EVENT:

Project Formulation Workshop: Opportunities and Challenges of South-South and Triangular Cooperation in the countries of the Greater Caribbean.

2. DATE:

Monday, May 26, 2025

3. VENUE:

Cartagena de Indias, Colombia; Casa Del Marqués de Premio Real del SENA

4. BACKGROUND AND JUSTIFICATION

South-South Cooperation is a modality of international cooperation between countries of the Global South, where they exchange resources, knowledge and experiences to benefit their populations. South-South Cooperation is implemented through technical exchange programs and projects between experts who share knowledge and technologies under the principles of horizontality, demand-driven approach, solidarity, flexibility and mutual benefit.

South-South Cooperation projects are focused on achieving an exchange of knowledge and best practices between countries in the Global South, which have similar geographic, socioeconomic and political characteristics. The projects are intended to bring mutual benefit to the countries, enhance the technical capacities of the counterparts, consolidate relations with counterparts in other countries and make the participating entities visible as implementers of the 2030 Agenda for sustainable development. In this context, the modality of South-South Cooperation is becoming increasingly relevant in view of the global reduction of financial flows of Official Development Assistance, thanks to which countries must identify new sources of financing for development.

As part of the Greater Caribbean Week, two key events on international cooperation will take place: the South-South Cooperation Project Formulation Workshop and the 9th AEC International Cooperation Conference. It is important to highlight that these are separate

events, each with different objectives and dates. The South-South Cooperation Project Formulation Workshop, organized by the Presidential Agency for International Cooperation of Colombia (APC Colombia), will take place on May 26 and aims to strengthen participants' capacities in the formulation of international cooperation projects. On the other hand, the 9th AEC International Cooperation Conference, which will be held on May 27, will focus on resource mobilization and promoting technical cooperation among the countries of the Great Caribbean.

Taking into account the proposed objectives of the **Ninth International Cooperation Conference: "Amplifying impact through collective action"**, the workshop on the Formulation of South-South Cooperation Projects in the countries of the Greater Caribbean is important, since it will strengthen the capacities of participants in the formulation of projects aimed at demanding and offering good practices, knowledge and useful methodologies to mitigate the development problems present in the Caribbean and prioritized by the ACS (sargasso¹, mangroves and sustainable tourism). The formulation tools that participants will acquire during the workshop are aligned with the second general objective of the Conference: *"To facilitate the expression of financial commitment and technical cooperation from participants for ACS priority projects"* and with the fourth specific objective *"To promote South-South cooperation through the exchange of best practices among ACS Member States and Associate Members"*.

Similarly, this event for capacity building will contribute to the objective of cooperation and resource mobilization sought by the ACS within the framework of the 9th Conference, thus achieving a greater vision of the impact of international cooperation initiatives from a Global South perspective, in accordance with the approaches of the Pro Tempore Presidency of Colombia 2024-2025.

Thus, the purpose of the Workshop will be to promote knowledge management in the formulation of international cooperation projects under the logical framework methodology, characteristic of South-South Cooperation, as well as to generate a space for reflection on the perspectives and potential of SSC and TC in the countries of the Greater Caribbean.

It is important to mention that the logical framework in international cooperation projects stands out for structuring initiatives that address identified needs or problems, ensuring

¹ Sargassum is a macroalgae that affects the Caribbean coasts, producing negative effects such as oxygen reduction, damage to corals, water acidification, among others.

their sustainability, and contributing to the generation of measurable results and impact, which will tend to improve the quality of life and development of the beneficiary communities in the Greater Caribbean. This methodology will be taught by APC Colombia as workshop facilitator, and in coordination with the entity's project formulation toolbox, in a face-to-face format².

Finally, it is important to note that the South-South Cooperation Project Formulation Workshop and the 9th International Cooperation Conference are separate events, each with its own registration process. Interested parties are encouraged to ensure they complete their registration for each event according to their interest and availability.

5. OBJECTIVE

Promote intra-ACS knowledge management, providing participants with the key elements for the formulation of international cooperation projects with strategic recommendations for the development of South-South initiatives.

6. PROPOSED EVENTS

HOUR	NAME OF THE ACTIVITY	CONTENT	EXPECTED RESULTS
9:00 a.m. 9:10 a.m.	Opening	Presentation of the workshop leaders and the methodology of the space	1. Workshop on project formulation.
9:10 a.m. 10:00 a.m.	Theoretical and conceptual introduction	Contents: What APC Colombia does, objective of the workshop, what is the 2030 Agenda, mandates on international cooperation, what is South-South and Triangular cooperation and its evolution.	2. Evaluation of the workshop carried out collectively for improvements in future workshops.

² <https://apccolombia.gov.co/quienes-somos/direccion-deoferta-de-cooperacion-internacional/caja-de-herramientas-de-la>

HOUR	NAME OF THE ACTIVITY	CONTENT	EXPECTED RESULTS
10:00 a.m. 10:45 a.m.	Logical framework definitions and step-by-step formulation. Part 1	Contents: Logical framework approach, definition of objectives, formulation of indicators and selection of exchange instruments.	1. Workshop on project formulation. 2. Evaluation of the workshop carried out collectively for improvements in future workshops.
10:45 a.m. 11:00 a.m.	Break		
11:00 a.m. 12:00 p.m.	Logical Framework Practical Exercise Part 1	Methodology Participants will be divided into groups and each group will take a project case. It is expected that the group will be able to formulate the objective, results, indicators, goals, sources of verification and activities.	
12:00 p.m. 13:30 p.m.	Lunch		
13:30 p.m. 14:30 p.m.	Step by step formulation Part 2	Contents: How to develop a project proposal, tips for the formulation and success of projects.	

HOUR	NAME OF THE ACTIVITY	CONTENT	EXPECTED RESULTS
14.30 p.m. 15.30 p.m.	Logical Framework Practical Exercise Part 2	Methodology Participants will be divided into groups and each group will take a project case. It is expected that the group will be able to formulate the objective, results, indicators, goals, sources of verification and activities.	1. Workshop on project formulation. 2. Evaluation of the workshop carried out collectively for improvements in future workshops.
15:30 p.m. 16:00 p.m.	Plenary session		
16:00 p.m. 17:00 p.m.	Dialogue and Reflections on the future of SSC and Triangular Cooperation in the Greater Caribbean Countries	Reference to SSC and Triangular data of the participating countries. Systematization and construction of the presentation of the results of the workshop that will be socialized in the framework of the Conference.	
17.00 p.m. 17.50 p.m.	Closure		

7. TARGET AUDIENCE

Technical team directly related to international cooperation issues, or international project management, with at least two (2) years of professional experience related to the role, whose position involves formulation, structuring and/or evaluation of programs, projects or initiatives, or search for cooperation opportunities, with special emphasis on partner countries of the Global South.

8. EXPECTED RESULTS

- To complement the training of participants in the formulation of South-South Cooperation projects, positioning this cooperation modality as an alternative for ACS countries, with ample potential for leveraging technical resources in the region.
- Train two members from each ACS Member country, to ensure that this knowledge allows for the formulation of structured projects that comply with the principles of South-South Cooperation.
- Systematize and evaluate the results of the workshop under collective and dynamic consultation mechanisms to implement good practices and improvements in future workshops.

9. PARTICIPANT FUNDING

For the May 26 Workshop, the Presidential Agency for International Cooperation - APC Colombia will provide funding for two delegates from each Member State:

- Transportation of participants from their city of origin to the destination city, Cartagena de Indias, in economy class airfare.
- Lodging in the destination city.
- Travel insurance.
- Meals during their stay in the city of Cartagena.
- Internal transportation in the destination city for the timely participation of the guests in the formulation workshop and the socialization of results within the framework of the Conference (during May 26 and 27, 2025).

These two persons will be on the agenda for May 26th and if they wish, can be added to the agenda for May 27th. Their return will be arranged with APC Colombia at the end of the 9th Cooperation Conference, according to available itineraries in economy class.

Note: Therefore, the maximum quota for participation in the workshop will be 50 delegates from ACS Member States.

To use the funding benefit, delegates must register **no later than April 14, 2025** in the registration mechanism provided by the General Secretariat and in the following link of APC Colombia.:

https://docs.google.com/forms/d/e/1FAIpQLSeLcxg0HO7Pts9OWGRBSqNdQIwJAZc_FgFuOL5DPG9-Nswa7Q/viewform?usp=header

After complete registration via the form, APC Colombia will send the possible travel itineraries, and participants must confirm them the same day of receipt of the mail, if no annotation is received, they will be considered accepted.

Any questions you may have regarding participation in the workshop, please send an email to manuelavivas@apccolombia.gov.co with a copy to carlosquijano@apccolombia.gov.co, protocol@acs-aec.org and dcrmdirect@acs-aec.org.