

THE SWISS-SLOVAK COOPERATION PROGRAMME

PROJECT AGREEMENT

BETWEEN

SWITZERLAND

REPRESENTED BY

THE SWISS AGENCY FOR DEVELOPMENT AND COOPERATION (SDC)

AND

THE SLOVAK REPUBLIC

REPRESENTED BY

THE GOVERNMENT OFFICE OF THE SLOVAK REPUBLIC

ON

THE GRANT FOR

THE PROJECT “FULL SOCIAL SERVICES FOR CHILDREN AND YOUTH WITH

DISABILITIES IN THE REGION OF STARA LUBOVNA”

TO BE IMPLEMENTED DURING THE PERIOD

27.01.2012 – 30.04.2016

Switzerland and the Slovak Republic

Having regard to the friendly relations between the two countries,

Desirous of strengthening these relations and the fruitful co-operation between the two countries,

Intending to promote further the social and economic development in the Slovak Republic,

Referring to the Framework Agreement between the Swiss Federal Council and the Government of the Slovak Republic concerning the implementation of the Swiss-Slovak cooperation programme to reduce economic and social disparities within the enlarged European Union, concluded on 20 December 2007,

Considering the Swiss Grant for Full social services for children and youth with disabilities in the region of Stara Lubovna, Slovak Republic,

have agreed as follows:

Article 1 **Definitions**

In this Project Agreement, unless the context otherwise requires, the following terms shall have the following meaning:

- "Audit Authority" means the Slovak entity performing the compliance audit and ensuring the execution of system audits and audits of operation within the Swiss-Slovak Cooperation Programme pursuant to the Framework Agreement;
- "National Coordination Unit" (hereinafter referred to as "NCU") means the Slovak unit in charge of the coordination of the Swiss-Slovak Cooperation Programme. In reference to the Framework Agreement, Art 9., the Slovak Republic has authorized the Government Office of the Slovak Republic to act on its behalf as the NCU for the Swiss-Slovak Cooperation Programme;
- "Contracting Parties" of this Project Agreement means the Slovak Republic, represented by the Government Office of the Slovak Republic as the NCU on the one side and Switzerland, represented by the Swiss Agency for Development and Cooperation (hereinafter referred to as "SDC") on the other side;
- "Contribution" means the overall non-reimbursable financial contribution granted by Switzerland to the Slovak Republic under the Framework Agreement;
- "Effective Costs" means expenses incurred which are in compliance with the Framework Agreement and this Project Agreement;
- "Embassy of Switzerland" (hereinafter referred to as "Swiss Embassy") means the official representative of the Swiss Confederation for the implementation of the Contribution in the Slovak Republic. The Swiss Embassy acts as a contact unit between the Slovak and Swiss side regarding the Swiss-Slovak Cooperation Programme;

- "Executing Agency" is the Greek-Catholic Charity in Presov mandated by the NCU to implement the Project financed under this Project Agreement;
- "Framework Agreement" means the Agreement between the Swiss Federal Council and the Government of the Slovak Republic concerning the implementation of the Swiss-Slovak Cooperation Programme to reduce the economic and social disparities within the enlarged European Union, concluded on 20 December 2007, as amended;
- "Grant" means the non-reimbursable financial contribution granted by Switzerland under this Project Agreement;
- "Implementation Agreement" means an agreement between the NCU and Executing Agency for the implementation of the Project;
- "Paying Authority" means the organisational unit in the Government Office of the Slovak Republic ensuring coordination of the financial management and appropriate financial control within the Swiss-Slovak Cooperation Programme;
- "Project Agreement" means the Agreement between the Swiss Agency for Development and Cooperation (SDC) and the Government Office of the Slovak Republic acting as the NCU which lays down the rights and obligations of the Contracting Parties regarding the implementation of the Project;
- "Project" means all activities undertaken under this Project Agreement;
- "Swiss Agency for Development and Cooperation" means a Swiss unit within the Federal Department of Foreign Affairs that is authorized by Switzerland for the implementation of the Swiss-Slovak Cooperation Programme;
- "Tender Evaluation Report" describes the evaluation methodology, evaluation criteria, scoring regime utilised to short list and evaluate the Tenderers against the requirements of Request for Tender and the subsequent justification for recommending the preferred Tenderer.

Article 2

Objectives and Scope of the Project

- 2.1 The objective of the Project "Full social services for children and youth with disabilities in the region of Stara Lubovna" is to contribute to the improvement of the independence of disabled children and youth, the improvement of their life in their families and their integration into the majority society by achieving of the Project results listed in the Logframe in annex 2.
- 2.2 The Project has to be implemented by the NCU according to the following documents, listed by order of legal applicability: The Framework Agreement and its Annexes, this Project Agreement with the confirmation of the Project approval by the SDC (annex 1 of this Project Agreement), the Final Project Proposal (annex 2 of this Project Agreement), and the Indicative disbursement plan (annex 3 of this Project Agreement).

Article 3

Amount and Utilization

- 3.1 The total budget of the Project amounts to **CHF 1'319'000.- (one million three hundred and nineteen thousand Swiss Francs)** (see annex 2 of this Project Agreement). Amounts stated in this article in Swiss Francs are binding to Contracting Parties.
- 3.2 Switzerland shall provide a Grant of up to **CHF 1'113'000.- (one million one hundred and thirteen thousand Swiss Francs)**, to the Slovak Republic for the implementation of the Project defined in Art. 2 of this Project Agreement.
- 3.3 The Grant shall cover **a maximum of 85%** of the total eligible costs of **CHF 1'309'500.- (one million three hundred nine thousand and five hundred Swiss Francs)** of the Project in Swiss Francs. This percentage shall not be exceeded during the project implementation. It shall be calculated on the basis of effective costs in Swiss Francs. The NCU shall ensure the timely provision of the co-financing of up to **CHF 196'500.- (one hundred ninety-six thousand and five hundred Swiss Francs)** i.e. **15%** of the eligible costs by the Slovak Republic State Budget.
- 3.4 As stipulated in Art. 7.1 of the Framework Agreement, the Value Added Tax (VAT) shall be considered as an eligible cost only if it is genuinely and definitively borne by the Executing Agency. VAT, which is recoverable, by whatever means, shall not be considered eligible even if it is not actually recovered by the Executing Agency.
- 3.5 As stipulated in Art. 7.2 of the Framework Agreement, other levies, taxes or charges, in particular direct taxes and social security contributions on salaries and wages, shall constitute eligible expenditure only if they are genuinely and definitively borne by the Executing Agency.
- 3.6 The following costs shall not be eligible for grant support: expenditures incurred before the entering into effect of this Project Agreement, interests on debt, the purchase of real estate and recoverable VAT as specified in Art. 3.4 of this Project Agreement.
- 3.7 Any works, supplies and/or services carried out or delivered after the end of the Project as defined in Art. 23.2 are not eligible for grant support, except services for reporting, auditing and evaluation provided not later than 12 months after the end of the Project.
- 3.8 The final date for eligibility of costs shall be 12 months after the end of the Project. Reimbursement requests must have been received by Switzerland not later than six months after the final date of eligibility of costs.
- 3.9 Any unutilised portion of the Grant remaining at the completion of the Project shall be eligible for re-commitment according to Art. 5.3 of the Framework Agreement, unless otherwise mutually agreed by the Contracting Parties.

Article 4

Reimbursement Procedures

- 4.1 Reimbursements are made in accordance with the Framework Agreement, Annex 2, chapters 3 and 4 and with the approved annex 3 of this Project Agreement based on requests for reimbursements submitted by the Paying Authority.
- 4.2 The reimbursements shall be conditional upon receipt and approval by Switzerland of the reports pursuant to Art. 9 and 10 of this Project Agreement.
- 4.3 Before reimbursement can be made, the Swiss Embassy shall be provided with a Project Interim Report, according to Art. 9, in electronic and hard copy. The Project Interim Report shall cover a period specified in Art. 9.1.
- 4.4 When the required documents have been provided Switzerland shall verify that they are in the correct form and that the conditions for the reimbursement have been met. Reimbursements, if the Reimbursement Requests have been submitted correctly, shall be made by Switzerland without undue delays, within three months after the receipt of the reimbursement request. Switzerland shall notify the Paying Authority when such reimbursement order has been given.
- 4.5 In case of an error made in relation to a reimbursement resulting in a higher amount paid than required under this Project Agreement, the NCU through Paying Authority shall, upon request from Switzerland, reimburse without delay any amount unduly reimbursed. Similarly, if an error results in a lower amount paid than required, Switzerland shall, as soon as possible after being made aware of such an error, reimburse the missing amount.
- 4.6 When the reimbursement has been made, and received by the Paying Authority in full, Switzerland has fulfilled its obligations relating to that reimbursement.
- 4.7 The Reimbursement Requests sent to Switzerland by the Paying Authority shall be expressed in Swiss Francs, whereas the Paying Authority shall convert the local currency into Swiss Francs at the daily exchange rate prevailing at the date of issuance of the Reimbursement Request which is stipulated by the European Central Bank.
- 4.8 The equivalent value in local currency of each reimbursement made by Switzerland in Swiss Francs pursuant to the approval of the Reimbursement Requests will be received on the account of the Paying Authority and recorded by the Paying Authority in accordance with the national legislation.
- 4.9 The Contracting Parties may amend the Indicative disbursement plan (annex 3 of this Project Agreement) depending on the progress of the work and the expenses incurred.
- 4.10 At Project completion: A final reimbursement of maximum **CHF 56'000.- (fifty-six thousand Swiss Francs)** will be made by Switzerland after fulfilment of all contractual obligations of the Greek-Catholic Charity in Presov, after the receipt of the final Reimbursement Request, the corresponding last Project Interim Report, the Project Completion Report and the Final Financial Audit Report .

- 4.11 All payments related to this Project Agreement shall be transferred in Swiss Francs to the Government Office of the Slovak Republic, account 7000407048, [IBAN: SK27 8180 0000 0070 0040 7048], Swift Code: SUBASKBX, State Treasury (Štátna pokladnica) Radlinského 32, 810 05 Bratislava 15, Slovenská republika, by Switzerland.

Article 5

Procurement

- 5.1 Procurement will be made by the Executing Agency in accordance with the Slovak national law and regulations and in compliance with the EU directives. A confirmation of compliance with the relevant procurement rules shall be provided to Switzerland by the NCU within 30 calendar days after the award of the contract. To increase transparency and to prevent corruption, tender documents shall contain an integrity clause.
- 5.2 According to Annex 2, Art. 3.4 of the Framework Agreement, in general, for public tenders within the scope of the EU directives on public procurement (2004/17/EC and 2004/18/EC), an English translation of the official tender evaluation report shall be provided to Switzerland for information at the latest 30 calendar days after the award of contract.
- 5.3 In addition to the above, for tenders above the threshold of CHF 500`000.--, Switzerland may also request at the time of the final decision on the final project proposal a copy of the tender documents for non-objection and of the contracts for information. These documents shall be submitted at the latest 20 calendar days before the commencement of tendering and 20 calendar days after the signing of the contract, respectively.
- 5.4 Furthermore, for tenders above the threshold of CHF 1 Million, Switzerland may also request that an English translation of the tender documents and the draft contracts are made available to tenderers and contractors, respectively. Additional translation costs shall be borne by the Project and financed under the Contribution.
- 5.5 In accordance with Art. 6.5 of the Framework Agreement, both Parties agree to provide all such information pertaining to the tender process and beyond the documents listed above that the other Party may reasonably request.
- 5.6 Switzerland shall have the right to participate in the tender committee as an observer.
- 5.7 Switzerland shall have the right to conduct an audit of the procurement practices and procedures in general.

Article 6

Main Responsibilities of National Coordination Unit

- 6.1 The NCU shall take all actions within its field of competences and responsibility, including coordination, the provision of advanced payment, and control of the co-financing, construction permits and other measures, necessary or appropriate, for carrying out the Project.
- 6.2 The NCU is responsible for the implementation, controlling and evaluation of the Project as well as for the use of the Grant in accordance with this Project Agreement and as stated in the Framework Agreement. The NCU shall ensure that all involved bodies fulfil the obligations and objectives stated in this Project Agreement and the Framework Agreement.
- 6.3 The NCU shall conclude an Implementation Agreement with the Greek-Catholic Charity in Presov that shall be assigned as the Executing Agency for this Project. The Implementation Agreement shall comply with this Project Agreement as well as with the Framework Agreement. Any other contract concluded in the framework of the implementation of this Project must not be in contradiction to the abovementioned agreements.
- 6.4 The NCU undertakes to support, advise and inform the SDC with regard to project-related issues, including irregularities. The NCU undertakes to inform the Swiss Embassy immediately in writing with regard to key issues that could affect the implementation of the Project. In the event of the threat of any irreparable disadvantage, the NCU shall immediately take the requisite precautions.
- 6.5 The NCU or the Executing Agency will at all time clearly state that they are acting within the framework of the Swiss-Slovak Cooperation Programme to reduce economic and social disparities within the enlarged European Union. All publications referring to this Project Agreement must be labelled with the following term: "Swiss-Slovak Cooperation Programme". The general public in the Slovak Republic will be informed adequately about the Project and the support provided by Switzerland.

Article 7

Project Organisation

- 7.1 The NCU supervises and steers the implementation of the Project; it establishes an adequate monitoring and financial auditing system.
- 7.2 Strategic decisions related to the Project are taken by the steering committee of the Project. The steering committee of the Project shall hold at least one meeting per year. If deemed necessary by one of the voting members of the steering committee, additional meetings are to be held. The meetings shall be organised by the Executing Agency, which also shall act as secretariat.

Members of the steering committee are representatives of the following parties:

- NCU
- Executing Agency,

- any other party invited by the NCU or the Executing Agency.

Switzerland shall be invited to the Steering Committee meetings as an observer.

The steering committee shall i.a.:

- Discuss operational and financial parts of the Project Reports;
- Propose requests on amendment of this Project Agreement;
- Discuss and approve any measures considered necessary to fully achieve the planned objectives.

Article 8 **Monitoring and Review**

The NCU shall ensure the establishment of a monitoring system that allows assessing periodically the status of achievement of the stated objectives. Results and conclusions have to be part of the project reports as mentioned in Art. 9 of this Project Agreement and should be the base of the annual reports on the Swiss-Slovak Cooperation Programme as stipulated in Art. 8 of the Framework Agreement.

Article 9 **Reporting**

- 9.1 Project Interim Reports cover a period of **4 months** and are due to the Swiss Embassy not later than three months after the end of the period covered. The first Project Interim Report covers the period starting with the month of entering of this Project Agreement into effect and covers a period of **4 months**. Project Interim Reports support payment claims and are therefore to be presented to Switzerland with the corresponding Reimbursement Request. They include information on financial and physical progress, compare actual with planned expenses and provide an update on progress status, while confirming the co-financing. Any deviation has to be justified and corrective measures suggested.
- 9.2 Annual Project Reports cover a period of one calendar year and are due to the Swiss Embassy not later than four months after the end of the reported calendar year. The first Annual Project Report covers the year of conclusion of this Project Agreement. Annual Project Reports have an operational part that describes the progress of the Project and include a financial part (Financial Report) having a summary data on financial progress for the reporting year as well as cumulative data to date. They compare actual with planned expenses and progress, based on quantified targets for output and where possible outcome indicators. Any deviation has to be justified and corrective measures suggested. Annual Project Reports are not linked to Reimbursement Requests.

- 9.3 The Project Completion Report is due to the Swiss Embassy not later than six months after the final date of eligibility of costs, meaning not later than 31 of October 2017 for this Project. The Project Completion Report - together with the last Project Interim Report and the conclusions of the Final Financial Audit - is the base for the payment of the final reimbursement. The Project Completion Report has an operational part that documents and comments the overall achievement of outputs and outcomes against the original plan, the compliance with principles such as cross cutting themes and sustainability, and suggests lessons learned and conclusions. It contains a financial part (Final Financial Report) having a summary of financial data for the whole project and compare effective with planned expenses.
- 9.4 The financial parts of the Annual Project Reports and of the Project Completion Report, based on invoices or documents of equivalent value, are to be presented in local currency. The Reimbursement Requests are issued in Swiss Francs, the corresponding amount being calculated with the daily rate. The amount in local currency is also to be mentioned on the Reimbursement Requests.

Article 10

Audit

- 10.1 The NCU shall ensure that the Executing Agency will closely cooperate with the Audit Authority during the execution of audits. Any actual or alleged fraud or irregularity shall be followed, based on the respective national legislation.
- 10.2 An external licensed auditor will carry out intermediary Financial Audit(s) covering two years of the implementation. The conclusions and recommendations have to be presented to Switzerland by the NCU latest three months after the termination of the second year in question.
- a) The 1st intermediary Financial Audit should cover the period of 27st of January 2012 from the beginning of the Project to 31st of December, 2013; conclusions and recommendations have to be presented to Switzerland by the NCU not later than 31st of March, 2014.
- 10.3 At Project completion, an external licensed auditor will carry out a Final Financial Audit. The audit shall cover the period from 1st of January, 2014 to 30th of April, 2016. It shall also provide a final declaration based on the results of any intermediary financial audits conducted. The conclusions and recommendations shall be transmitted to Switzerland, together with the Project Completion Report, by the NCU latest six months after the final date of eligibility of costs, not later than 31st of October, 2017.
- 10.4 The NCU shall ensure that an external licensed auditor will be appointed for the purpose of execution of the financial audit of the Project in line with International Standards on Auditing (ISAs) issued by the International Auditing and Assurance Standards Board (IAASB) of the International Federation of Accountants. The NCU will submit to Switzerland for approval the name of the selected audit organisation. In case of external auditor: The costs are eligible for reimbursement and are included in the Project budget.

- 10.5 The objective of the audit of financial statements of the project is to enable the external licensed auditor to express an opinion whether the financial statements are prepared, in all material respects, in accordance with an applicable financial reporting framework (ISA 200, point 2). Thus, financial statements need to be prepared in accordance with one, or a combination of the international accounting standards, the national accounting standards or another authoritative and comprehensive financial reporting framework which has been designed for use in financial reporting and is identified in the financial statements (ISA 120, Point 3). The NCU shall ensure that the external licensed auditor will conduct the financial audit in accordance with International Standards on Auditing (ISA), issued by the International Auditing and Assurance Standards Board (IAASB) of the International Federation of Accountants (IFAC), to obtain reasonable assurance that the financial statements taken as a whole are free from material misstatement, whether due to fraud or error (ISA 200, point 17). Results of any previous audits shall be taken into consideration. The NCU shall ensure that the external licensed auditor will take into account additional requirements that may be suggested by the Audit Authority or by Switzerland.
- 10.6 In addition to the auditor's report on the financial statements, the external licensed auditor is expected to provide the Executing Agency with a management letter concerning any material weaknesses in accounting and internal control systems detected by the external licensed auditor. Audit's arrangement with the external licensed auditor shall be effective for the whole project duration unless it is terminated, amended or superseded with appropriate justifications.
- 10.7 The NCU shall express its opinion to the conclusions of the financial audit and take appropriate correcting measures.

Article 11

Right of Examination

Switzerland, as well as any third party appointed by it, shall have the right to visit the Project, conduct a comprehensive assessment or evaluation, and shall be granted full access to all documents and information related to the Project settled by this Project Agreement, during its implementation and ten years after the end of the project as defined in art. 23.2 of this Project Agreement. The NCU shall, upon request, ensure that the above mentioned authorised representatives are accompanied by the relevant personnel and are provided with the necessary assistance. Requests under this article shall be sent at least two weeks before planned visit.

Article 12

Goods purchased under this Project Agreement

For the duration of the Project, goods procured under the Grant shall remain at the unrestricted disposal of the Executing Agency and shall not be diverted without prior written approval of Switzerland. No ownership transfer is allowed within five years after the completion of the Project, unless the Contracting Parties agree otherwise. Switzerland shall assume no liability whatsoever in connection with said goods.

Article 13

Liability

Switzerland does not assume any risk or responsibility whatsoever for any damages, injuries, or other possible adverse effects caused by the Project, including, but not limited to inconsistencies in the planning of the Project, other project(s) that might affect it or that it might affect, or public discontent. It is the full and sole responsibility of the NCU to satisfactorily address such issues.

Article 14

Common Concern

The Contracting Parties share a common concern in the fight against corruption, which jeopardizes good governance and the proper use of resources needed for development, and, in addition, endangers fair and open competition based on price and quality. They declare, therefore, their intention of combining their efforts to fight corruption and, in particular, declare that any offer, gift, payment, remuneration or benefit of any kind whatsoever, made to whomsoever, directly or indirectly, with a view to being awarded a mandate or contract within the framework of this Project Agreement, or during its execution, will be construed as an illegal act or corrupt practice. Any act of this kind constitutes sufficient grounds to justify annulment of this Project Agreement, the procurement or resulting award, or for taking any other corrective measure laid down by the applicable law.

Article 15

Irregularities Clause

- 15.1 The NCU shall ensure efficient and prompt investigation of any suspected and actual cases of fraud and irregularity. The NCU shall, immediately report to the competent Swiss and Slovak authorities all suspected and actual cases of fraud and irregularity as well as all measures related thereto, taken by competent national authorities.
- 15.2 The Contracting Parties shall immediately inform each other if they become aware of any legal actions initiated or continued in relation to the Project.
- 15.3 In case of irregularities, wilfully or negligently caused by the NCU or the Executing Agency, regarding the execution of this Project Agreement and its annexes, Switzerland is entitled to:
- a) stop reimbursements immediately,
 - b) instruct the NCU to stop payments from the Swiss Contribution,
 - c) ask repayment of illegitimately paid reimbursements at any stage of the activities.
- 15.4 Irregularities are notably considered to be all actions or non-actions that are aimed at the illegitimate obtainment and/or usage of the Contribution - notably fraud, misappropriation, misrepresentation, breach of contractual duties, breach of duty of care and the like.

- 15.5 In case of irregularities, SDC shall immediately and in written form communicate the standpoint and reasons for their respective instructions and corrective measures to the NCU and all involved bodies.

Article 16

Post-Completion Obligations

- 16.1 The NCU shall ensure that the Project is operational at least 5 years after it has been completed. An ex-post evaluation of the Project may be carried out by Switzerland. Non compliance with this Project Agreement or with the Framework Agreement may give Switzerland reasons to take corrective action, including claiming the reimbursements of the Grant.
- 16.2 Switzerland has neither responsibility for nor obligation to ensuring the maintenance, the repair or the undertaking of any measures for ensuring the safety and protection of persons, equipment, installations, of all objects on site or in the vicinity.
- 16.3 The Contracting Parties shall store all documents concerning this Project Agreement and its implementation for 10 years after the end of the project as defined in art. 23.2 of this Project Agreement.

Article 17

Annexes

The following annexes form an integral part of this Project Agreement:

- annex 1: Confirmation of the Project approval by the SDC
- annex 2: Final Project Proposal composed of the Logframe of the Project, Budget of the Project and the respective Grant Application,
- annex 3: Indicative disbursement plan.

Article 18

Language

- 18.1 All correspondence with Switzerland, including operational, financial and financial audit reports as well as project documents and any other documents related to the Project, shall be in English.
- 18.2 To the extent that original documents are not available in English, the documents shall be accompanied by full and accurate translations into English.

Article 19

Competent Authorities

- 19.1 The contracting parties shall take all appropriate and necessary measures to ensure the fulfilment of the obligations and objectives arising out of this Project Agreement.
- 19.2 The contracting parties agree to provide all information necessary for the good functioning of this Project Agreement and to apply the highest degree of transparency and accountability as well as the principles of good governance, sustainable development and gender equality.
- 19.3 The contracting Parties shall promptly inform each other of any circumstances that interfere or threaten to interfere with the successful implementation of the Project.
- 19.4 All communication to Switzerland with regard to this Project Agreement shall be directed to the Swiss Embassy in Bratislava, which generally represents Switzerland towards the NCU.
- 19.5 Competent authority for the Slovak Republic:

Government Office of the Slovak Republic
Department of Management and Implementation of the Swiss Contribution
Námestie slobody 1
813 70 Bratislava
Slovak Republic
T: +421 2 572 95 111
F: +421 2 524 97 595
E: sfm@vlada.gov.sk

- 19.6 Competent authorities for Switzerland:

Swiss Agency for Development and Cooperation (SDC)
Freiburgerstrasse 130
CH - 3003 Bern
Switzerland
Tel: +41 31 322 34 75
Fax: +41 31 324 16 94

Embassy of Switzerland
Swiss Contribution Office
Michalská 12
811 01 Bratislava
Slovak Republic
T: +421 2 5930 1111
F: +421 2 5930 1100

Article 20
Settlement of Disputes

20.1 In accordance with Art. 11 of the Framework Agreement, any dispute which may result from the application of this Project Agreement shall be solved by diplomatic means.

Article 21
Amendments

21.1 Any amendment to this Project Agreement and its annexes shall be made in writing with the mutual agreement of the Contracting Parties and according to their respective procedures, except changes in articles 19.5 and 19.6 that will be communicated without undue delays by an official letter only.

21.2 Any increase of the Project budget, any significant changes within the budget as well as any strategic changes or conceptual adjustments to the Project shall be discussed with and approved by Switzerland.

Article 22
Termination, Suspension

22.1 This Project Agreement can be terminated at any time by one of the Contracting Parties upon a three-month prior written notice. The Contracting Parties shall decide by mutual agreement on any consequences of the termination.

22.2 If either Contracting Party considers that the aims of this Project Agreement can no longer be achieved or that the other contracting party is not meeting its obligations, it shall have the right to suspend immediately the application of this Project Agreement by giving the other Contracting Party a written notice on the grounds.

Article 23
Entry into Force, Duration

23.1 This Project Agreement shall enter into force on the date of its signing by the Contracting Parties and enter into effect on 27.01.2012, and shall remain in force until all obligations under it have been fulfilled.

23.2 The Project shall be implemented in 52 months, starting on 27.01.2012 and ending on 30.04.2016.

Done in Bratislava on 26.01.2012, in six originals in the English language and in six originals in the Slovak language. NCU shall receive five originals in both language versions and SDC shall receive one original in both language versions. In case of divergence in the interpretation of this Project Agreement the English version shall prevail.

For the Federal Department of
Foreign Affairs
Swiss Agency for Development and
Cooperation

For the Government Office of the
Slovak Republic

H.E. Christian Fotsch
Ambassador of Switzerland

Viktor Nižňanský
Head of the Government Office of the
Slovak Republic



Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

Federal Department of Foreign Affairs FDFA

Swiss Agency for Development and Cooperation SDC
Cooperation with Eastern Europe

CH-3003 Bern, DEZA

A Post
National Coordination Unit
Mr. Ivan Ivančin
Director of the Department of Management and
Implementation of Swiss Financial Mechanism
Government Office of the Slovak Republic
Námestie slobody 1
813 70 Bratislava
Slovak Republic

Your reference: 12647/2011/ORISFM

Our reference: 7F-07915.01/ETP

Berne, 09 January 2012

Subject: Swiss Contribution to the Enlarged EU – Cooperation Programme with Slovakia
Decision Letter on Final Project Proposal
Project Name: Full Social Services for Children and Youth with Disabilities in the
Region of Stara Lubovna
Project N°: 7F-07915.01

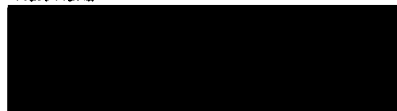
Dear Mr. Ivančin

The Final Project Proposal mentioned above and submitted by the NCU on 31st October 2011 has been considered by Switzerland. I have the pleasure to inform you that the project has been:

Approved subject to condition
Approved Swiss grant: CHF 1'113'000.-

The project is considered as being of high quality and relevance. However and taking into account your recommendations, one issue still needs to be considered. Therefore, you are kindly requested to take into account the condition expressed below, before proceeding with the finalization of the Project Agreement as fixed in the Annex 2 of the Framework Agreement, section 2.

Swiss Agency for Development and Cooperation SDC
Kurt Kunz

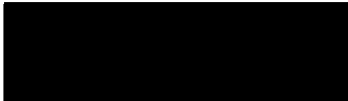


Condition	Indicator of fulfillment	date / period
<p>1. Budget: The applicant shall proceed to the following budget reductions (x-rate: 1 EUR = 1.25 CHF):</p> <p>a) In activity 2 the maximum purchase price of 5-seat vehicle shall be decreased by CHF 12'500;</p> <p>b) In activity 4 the purchase and reconstruction costs for the 9-seat vehicle shall be decreased by CHF 12'500.</p> <p>The amount of the total eligible costs, based on the above mentioned reductions, is reduced by CHF 25'000.-.</p>	<p>The budget is amended</p>	<p>Before signing the Project Agreement.</p>

I am looking forward to receiving the final documentation.

Yours sincerely,

Swiss Agency for Development and Cooperation SDC



Kurt Kunz
Ambassador, Assistant Director-General

Copies:
Swiss Contribution Office Prague
Swiss Embassy in Bratislava

2012
2012
2012
2012
2012

Annex 2: Logframe

Project description	Project description	Project description	Project description
<p>Overall objectives Higher integration of health handicapped children and youth into the ordinary life by higher quality of family live</p>	<p>In comparison to 2010, the share of health handicapped children growing up in families and participating in ordinary activities of life in the district of Stará Ľubovňa (education, employment) in 2016 increased.</p>	<p>Administration of schools with integrated tuition Reports of the Centre of Labour, Social Affairs and Family of the SR</p>	
<p>Project purpose Functional, co-ordinated and multilevel network of social services and supporting tools for health handicapped children and youth containing measures aimed to prevent and solve social exclusion of the target group.</p>	<p>In comparison to 2010, the percentage of health handicapped people who make use of social services in the district of Stará Ľubovňa increased by 35.19 % and achieves a value 38.73%.</p> <p>Number of facilities in the network of social services for health handicapped youth in the region of Stará Ľubovňa increased by 9 subjects.</p> <p>Information to healthy population on possibilities and contribution of health handicapped people improved by 70% in 2016 compared to 2010.</p> <p>Rate of involved municipalities out of the total number of municipalities in the district is 40% (from 44 municipalities)</p>	<p>Statistical reports of Prešov Self-governing Region (number of service providers, number of advisors /workers, number of served clients)</p>	<p>To sustain /improve the legislative framework aimed to support integration of children and youth into the ordinary life (including educated advisors)</p> <p>Effective information and work with public</p>
<p>Results Upgraded professional capacity of GKCH personnel providing social services</p> <p>GKCH Prešov in Stará Ľubovňa provides more complex and better quality social services.</p>	<ul style="list-style-type: none"> - By 2016, 32 employees upgraded professional qualification in the social area, out of which 6 obtained experiences from foreign professional internship. - 35 joined activities with healthy population in duration of the project implementation - The capacity of the facility to provide social services in Štúrova 5 increased by 24 clients in 2010, i.e. 40 clients daily. - Number of services provided in 2016 is 6, which is an increase by 5 services in comparison to 2010. - Transport service for health handicapped people transports 60 persons monthly and 80% of clients are satisfied with these services. - Protected workshop allows to employ 8 health handicapped persons with supported housing for 2 health handicapped persons - The number of clients who used social services in the facility increased on the year-to-year basis by 191 to 208 clients in comparison to 2010. 	<p>Project completion report</p> <p>Website of the GKCH, lists of participants</p> <p>Certificates issued</p> <p>Annual reports of the GKCH</p>	<p>To sustain /improve the legislation framework aimed to support and create inevitable material-technical conditions for providing social services.</p> <p>Collaboration and efficient co-operation of subjects to create and update the target group database.</p> <p>Ability of municipalities to proactively assist their residents in cooperation with other key players.</p> <p>Interest of the target group in offered services.</p>

Activities	Means/ inputs	Costs and financial resources (CHF)		
1. Preparation of the Final Project Proposal	51 – Services (analysis, translations, study)	FPP	8 950	Accreditation of social services provided by the GKCH, originated within the project , in compliance with Act No. 448/2008 Col. on Social Services
2. Day centre for children and youth with disabilities	01 - Long-term intangible asset (software for the dim sighted) 02 - Long-term tangible asset (vehicle equipment of centre) 50 – Expendable purchase (office supplies, driving fuel, ...) 51 – Services (travel expenses, refreshments, utilities expenses, ...) 52 – Own Expert Personnel (DC manager, DC social worker, psychologist)	NRA 100 % NRA 100 % NRA 100 % NRA 100 % NRA 100 %	2 500 33 770 14 900 33 060 86 880	
3. Rehabilitation centre for children and youth with disabilities	02 - Long-term tangible asset (equipment of rehabilitation centre) 50 – Expendable purchase (driving fuel, finding, detergents,...) 51 – Services (travel expenses, refreshments, utilities expenses, courses,...) 52 – Own Expert Personnel (manager of RS, nurse, psychologist,...)	NRA 100 % NRA 100 % NRA 100 % NRA 100 %	74 830 19 330 53 710 231 820	Maintaining existing partnerships with local /regional government.
4. Transport services for children and youth with disabilities	02 - Long-term tangible asset (vehicle, panels, tyres) 50 – Expendable purchase (driving fuel, personal protective equipment) 51 – Services (insurance, leaflets,...) 52 – Own Expert Personnel (transport service manager, nurse,...)	NRA 100 % NRA 100 % NRA 100 % NRA 100 %	59 950 16 190 11 260 76 210	
5. Subsidized employment and housing	02 – Long-term tangible asset (oven, equipment, PC, ...) 50 – Expendable purchase (driving fuel, working equipment, ...) 51 – Services (travel expenses, courses, utilities expenses,...) 52 – Own Expert Personnel (manager, social worker, employee with severe disability,...)	NRA 100 % NRA 100 % NRA 100 % NRA 100 %	16 450 19 100 33 430 317 190	
6. Exchange of experience through study trip and conference	02 – Long-term tangible asset (panels, notebook,...) 50 – Expendable purchase (USB, DVD) 51 – Services (travel expenses, refreshments, translations,...) 52 – Own Expert Personnel (coordinator, web administrator)	NRA 100 % NRA 100 % NRA 100 % NRA 100 %	2 300 280 48 440 26 400	
	Indirect expenses of the Project	NRA 100%	131 500	
		Overall project expenses::	1 319 000	
		Eligible expenses of the Project:	1 309 500	
		Grant from FPP:	8 950	
		Non-repayable assistance (NRA):	1 309 500	
		(100 (100% of eligible costs of the project)		

Pre-condition: selection processes of employees

Annex 2: Budget of the Project

Budget Breakdown			
Expenditure group	Total expenditure (CHF)	Eligible expenditure (CHF)	% of eligible expenses on total eligible expenses of the project
a)	b)	c)	d)
01 – Intangible asset	2 500	2 500	0,19%
02 – Building Procurement	0	0	0,00%
02 – Tangible asset	187 300	187 300	14,30%
03 – Land Procurement	0,00	0,00	0,00%
50 – Consumed Purchase	69 800	69 800	5,33%
51 - Services	184 700	179 900	13,74%
52 – Own Personnel	742 600	738 500	56,40%
Indirect project costs	132 100	131 500	10,04%
Reserve	0,00	0,00	0,00%
Total project expenditure (CHF)	1 319 000	1 309 500	100,00%*

* minor differences in percentage of eligible expenses on total eligible expenses of the project may occur due to rounding up of the total eligible expenditure of the project



Švajčiarsky finančný mechanizmus

NATIONAL COORDINATION UNIT

GRANT APPLICATION WITHIN THE PROJECT PREPARATION FACILITY (PPF)

Type of Application	Final project proposal
Applicant	Greek-Catholic Charity in Prešov
Type of Project	Individual project
Project Title	Full social services for children and youth with disabilities in the region of Stará Ľubovňa
Thematic Focus	Security, Stability and Support for Reforms
Focus Area	Regional development initiatives in peripheral or disadvantaged regions
Project specific area	<input type="checkbox"/> tourism planning at regional and district level
	<input type="checkbox"/> mobilisation of tourism potentials
	<input checked="" type="checkbox"/> strengthening and improving the social network
Geographical focus	Prešov Self-Governing Region
Project duration (in months)	52
Indicative start date of the Project Implementation (MM/YYYY)	3/2012
Indicative end date of the Project implementation (MM/YYYY)	6/2016
Project Total Budget (EUR)	1 074 943,32
Requested Grant (EUR)	1 067 793,32
Swiss Contribution out from the requested Grant (EUR)	907 624,32
% of Grant on Total Budget	99,33 %

Code of Call	2010-03
Code of Project application	9437/2010/ORIŠFM

1. Applicant	
Applicant's full legal name	Gréckokatolícka charita Prešov
Legal status	Religious organization
Official address	Hlavná 2, 080 01 Prešov, Slovakia
Postal address	Hlavná 2, 080 01 Prešov, Slovakia
Organization Identification No.	355 14 388
VAT payer	n/a
Date of establishment	01.01.1996
Web page	www.gkcharita-po.sk
Members of the Statutory Body	PhDr. Peter Valiček – director n/a n/a
Full name of contact person	Ing. Eduard Malatinec
Fax of contact person	
Email of contact person	
Main activities of the organization with regard the submitted Project (max 900 characters)	The Greek-Catholic Charity in Prešov provides social, health care, educational and humanitarian services in the territory of the Prešov Self-Governing Region. With respect to the grant application for this project and its activities the Charity runs a home of social services according to the registration at the Higher Territorial Unit in Prešov dated 2.11.1999 pursuant to §38 of Act No. 448/2008 Coll. on Social Services. The Charity provides social services on an ambulatory basis for children and youth with mental and combined disabilities who are dependent on assistance of another caregiver and their degree of dependence is at least 5 according to the Appendix 3 of the Act. The Charity provides social consulting services, social rehabilitation, nursing care, feeding, work therapy, leisure activities and creates conditions for clients to get education through a special school – C type special class.
Total number of employees by the last day of the previous month	44
Turnover (v thousands EUR)	2006 87
	2007 95
	2008 96
	2009 87
Assets (in thousands EUR)	2006 404
	2007 473
	2008 505
	2009 513
Accounting	Single entry <input type="checkbox"/> Double entry <input checked="" type="checkbox"/>
Previous experience in project implementation in similar area	The applicant has been operating Home of Social Services – St. Anne's Home since 1999 as a pilot project in the region of Stará Ľubovňa focusing on children and youth with disabilities. The applicant has been running a full resocializing programme for drug addicts – Road Home since 1997 as the only one in the territory of the Prešov Self-Governing Region. ESF – IS EQUAL – 2005 - 2008, budget 10 660 60 SKK Project title: Chance for a New Start Target groups: long term unemployed, disabled persons Project objective: to create a functional network of Social Centres in five cities in the territory of the Prešov Self-Governing Region (incl. Stará Ľubovňa). The applicant has been operating two home nursing care agencies since 2000

2. Project Partner's data		
Number of partners in project: 3		
No.	Full legal name	Justification of the involvement of the partner (max. 600 characters per partner)
1.	Stiftung Wagerenhof Uster Heim für Menschen mit geistiger Behinderung Schweiz	Partner's practical experience is important for effective implementation of methods and types of work within the activities of work rehabilitation and public relations. The partner has over 100 year experience in working with disabled persons. The partner's assistance will lie especially in coaching, supervision and consulting services but also in work rehabilitation and sharing their experience as well as technological procedures for making products of work therapy.
2.	Municipality of Stará Ľubovňa	The city is the district capital and has the most numerous population group that needs assistance and support due to their serious state of health. At the same time it also has the greatest economic opportunities in customer relations and job opportunities for disabled young persons. Its mayor is a chairman of the district office of the Slovak Towns and Villages Association and will be a guarantee for fostering and improving such cooperation forms in other municipalities of the district.
3.	No a čo? O. z.	This civic association gathers people with mental disorders and their families. Their task will be to inform its members of possible forms of assistance, to perform a task of a mediator for such services and assist in removing barriers towards the public.

3. Project		
3.1 Project title	Full social services for children and youth with disabilities in the region of Stará Ľubovňa	
3.2 Geographical identification of the project implementation		
Region:	East-Slovak	
Self-governmental territorial unit:	Prešov	
District:	Stará Ľubovňa	
Municipality:	Stará Ľubovňa	
3.2a Project specific area	<input type="checkbox"/> tourism planning at regional and district level	
	<input type="checkbox"/> mobilisation of tourism potentials	
	<input checked="" type="checkbox"/> strengthening and improving the social network	
3.3 Project Results		
Project Result	Output indicator	Value
1. Professional staff trained within the project. (including staff with disabilities).	1. Number of staff trainees successfully completed training courses in social area until 2016.	32
2. Attending international internships.	2. Number of staff trainees successfully completed interns in social area until 2016.	6
3. Social services provided by GKCH Prešov Stará Ľubovňa.	3. Number of services provided in 2016.	6
4. Expanded capacity of social service facilities in Štúrova street.	4. The capacity of the facility to provide social services in Štúrova street.	40
5. Establishment of transportation services for disabled.	5. Number of person transported within the transport services monthly.	60
6. Establishment of protected workshops for young people with disabilities.	6. Jobs created in protected	8

7. Subsidized housing for young people with disabilities.	workshops.	
8. Municipalities involved in assistance their residents with disabilities.	7. Number of clients in subsidized housing.	2
9. Improved level of awareness of population about the possibilities and benefits of people with disabilities.	8. Number of municipalities involved out of the total number of municipalities in the district.	18
	9. Number of joint activities with the healthy population.	35

3.4 Activities on results achievement (max 1200 characters per activity)

Activity 1 The project preparation facility

Activity 2 Day centre

The activity will increase information availability among the disabled young people, their families and the general public about the issue of disability and assistance possibilities. Its task will be to remove mental barriers among the disabled young persons and their families, create a functional information network in the district, remove the barriers among the healthy population and present the assets of disabled people, their abilities and possibilities. A database of disabled people will be gathered by working in the field through attending physicians, schools, municipal offices and other authorities. It will result in building partnerships and their participation in consultation process. The transportation service to clients, especially, in rural locations in their natural environment, the forms of assistance will be proposed in order to strengthen abilities and willingness of clients for getting other open forms of assistance. The ambulatory form will create conditions for quality free time spending, functioning self-help groups recruitment of volunteers for work with disabled children and youth, provide interpreting services, rent compensation devices and provide individual as well as group consultations. The activity will be implemented in our own premises by a social consultant and lecturers.

Activity 3 Rehabilitation centre

Physical and mental competences of disabled children and young persons will improve through medical, social, mental and work rehabilitation. Social rehabilitation will focus on supporting independence and self-reliance, and training skills for looking after themselves and their households and managing social activities. The task of mental rehabilitation will be to assist in coping with difficult life situations and in terms of relationships. Work therapy will preferably focus on acquiring work habits and skills for performing work activities under professional supervision. The activities will activate internal abilities of disabled people with the goal to obtain and maintain their optimum functional level and make them participate in normal life as their healthy counterparts / make them live, study, spend time with their families, prepare for professional life, learn to communicate effectively and maintain relationships. The activity will be implemented in our own premises and in the client's natural environment for a certain time. Three or four members of staff will have to be hired for the activity (part time managers), trained and equipped.

Activity 4 Transport services

This activity will conduct transport activities of disabled children and young persons from the place they live to make them participate in the project activities. After they get registered for transport services their mobility will also be conducted for different activities, i.e. family, educational, training, recreational, leisure, health-care and other civic activities if they pay a fare. The activity will be implemented on a basis of an order placed by disabled people or their representatives – the clients. The order may be placed in writing, by email, phone, fax and will include time and locations (from-to). Then, it will be confirmed by phone with the one who placed it. For repetitive day-to-day transport to the facility and back it will work in the same way as a school bus - on a weekly order basis. After the activity has been conducted the transported client will confirm it by their signature according to the agreement. The activities will be conducted by a part-time manager (0,5) and a driver whose work activity will be conformed to a nurse. The performance of the activity is conditioned by purchasing a motor vehicle that can be adapted for the use by people that are limited to move. It also needs fuel.

Activity 5 Subsidized employment and housing

This activity will involve clients who will get through work therapy in the rehabilitation centre and thus will move to a higher degree of work independence. The activity will be open to disabled people whose degree of work independence will be sufficient after training and education for working in protected workshops or at the open market. Based on the partnerships with municipalities or according to agreements with employers they will be employed and the applicant will ensure their social support by tutoring. The applicant will establish a protected workshop in rented premises for crafts such as pottery, weaving, cigarette lighter production, candle making, card making, but will also establish a laundry and mangle room. Four members of staff will secure performance of the activities, 6 disabled young people and 2 work assistants will be hired. The project partner will hire 2 disabled young persons. This activity will also include the activity

of subsidized housing especially for the clients under process of subsidized employment in order to get independent from their primary families.

Activity 6 Experience exchange through study trip and conference

The applicant will implement the activities under professional supervision of the foreign partner during the implementation of work methods and forms of work rehabilitation in protected workshops and public relations. The partner will provide the applicant with coaching and supervision. Professional training will be implemented through an applicant's study trip in the beginning of the activity as on-the-job training. After the implementation the Swiss partner will perform supervision in the facility in Stará Ľubovňa directly during the applicant's work with the target group. To obtain some follow-up verification of the applicant's working methods the four employees directly involved in the project work shall go on a four-day training trip to Stiftung Wagerenhof in Uster. The output will also include training a member of the managing team at home and mapping supranational cooperation with verification of effective work forms and recommendation for experience in doctorate thesis of a member of the managing team. The applicant will hold an international conference with active participation of partners, representatives of target groups and other stakeholders. Their conference contributions will be included in the conference festschrift. The results of the project will be documented on a DVD.

3.5 Project's target groups (please indicate their number)

Target group – name	Target group – number
Disabled children and youth	250
Families with a disabled member	250
Municipalities as suppliers and providers of social services and employers	44

Relevance of the project

3.6 Project purpose (max 600 characters)	The main project purpose is to improve the independence of disabled children and young people, improve their lives in families, and integrate them into the majority society. The project specific objective is to make more-degree support tools accessible for disabled children and young persons and their families, create a functional network of social services for them in the district. Coordinate and use measures for preventing and solving social exclusion of children and young persons endangered by social exclusion in their natural and open environment.
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3.7 Project justification in relation to the initial situation (max 1800 characters)	In the district of Stará Ľubovňa there are 1216 physical persons registered with severe disability aged under 60 at the Local Office of Labour, Social Affair and Family. In the age group from 18 to 24 there are 139 physical persons registered with severe disability. In the age group 6 - 17 there are up to 75 physical persons with severe disability who are looked after by a family member. The only organization that provides social services for disabled children and youth is St. Anne's Home (Dom svätej Anny). It was founded by the Greek-Catholic Charity in Prešov and provides social services for 16 clients with mental retardation, Down's syndrome, polio and autism in an ambulatory form. The facility has 11-year experience in providing social services for the target group. With respect to its current capacity and spatial conditions and a lack of interest from the side of local governments in the district it is necessary to mobilize the stakeholders and offer the target group and providers a functioning diversity of assistance. The proposed activities should expand social services and make them accessible to a wider range of disabled people – physical, cognitive, mental and visual or hearing. Assistance should be offered especially in the marginal areas of the district because the current clients of the facility are the inhabitants of the city or surrounding municipalities. On 01.10.2009 St. Anne's Home obtained a status of a protected workplace and since then it has been employing two members of staff
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	<p>with mental disability. The activities distilled into the project will improve the current services, ensure the comprehensiveness of the forms and methods of work, and offer plurality of assistance when solving adverse social situations of disabled people and their families with perspective also to provide them to the adult target group.</p>
<p>3.8 Project's contribution to the objectives of the micro-regional/local, regional and national development plans</p>	<p>The project of full social services for disabled children and young people in the region of Stará Ľubovňa reflects the European policy on the regional conditions, where the status of a disabled individual shifts from a health-related to a social and human rights-based approach to disability: from the patient to the citizen. The objective of national priorities of social service development according to Act No. 448/2008 Coll. on Social Services in the SR includes modernisation of social services and strengthening the ambulatory and field forms of work. With respect to financial sustainability of social services the improvements in quality of their provision is important pursuant the Act and it is necessary that, when developing community plans and concepts, municipalities and self-governing regions should take into consideration the needs of their territory to effectively provide social services. Municipal community plans are according to the Slovak legislation binding documents for implementation of social services in the region. It can be said that the project reflects challenges, objectives, priorities and measures of the region of Stará Ľubovňa integrated into the municipal plan of Stará Ľubovňa approved by the municipal council. Namely, it is the action plan for development of social services until 2013 with the objective:</p> <ol style="list-style-type: none"> 1. To expand the network of facilities of social services, improve their offers, quality and accessibility for individual social groups. <ol style="list-style-type: none"> 1.1 To continue construction of additional rental flats including at least three non-barrier flats. 1.2 To support employment of the disabled in institutions established by the city and in cooperation with other institutions. 2. Management, cooperation and communication in the social area <ol style="list-style-type: none"> 2.1 Development of institutions working in the social area 2.2 Supporting establishment of social enterprises, protected workshops and their promotion 2.3 – To hold exhibitions that also sell products and services produced and provided by protected workshops as well as social enterprises 2.4 – To agree on a contract basis with existing facilities of social services possibilities of providing relieving service or other supportive services. 2.5 – To conduct an information campaign on abilities of disabled people by presenting self-help groups, services with the objective to change the attitude of the general public on the issue of disability. <p>All the areas of the Stará Ľubovňa municipal action plan for 2010 - 2013 predetermine cooperation and joint objectives, funding and sustainability of the project of the full system of social services in the region of Stará Ľubovňa.</p>

Organization of the Project			
3.9 Organisational part responsible for the Project implementation	Project Department of Greek-Catholic Charity in Prešov	Number of employees	4
3.10 Personnel provision for the project			
<i>Role in the project</i>	<i>Number of persons</i>		
Project manager	0,5		
Assistant project manager	0,5		
Financial project manager	0,5		
Accountant	0,5		
Person capable of public procurement	1		
Manager for the rehabilitation centre, Day Centre	1		
Manager for the transport service	0,5		
Manager for subsidized employment and housing	1		
Field social consultant – social worker in DC	1		
Social worker for social rehabilitation	1		
Social worker for work rehabilitation	1		
Health care staff for medical rehabilitation	1		
Nurse	1		
Driver, Serviceman	1		
Social worker for job	1		
Protected workshop manager	1		
Protected housing assistant	1		
Employee with severe disability (4 hours)	6		
Assistant for employees under subsidized employment	2		
3.11 Technological provision for the project	<p>The applicant owns the property in Štúrova ulica street in Stará Ľubovňa, where it operates a reconstructed home of social services called St. Anne's Home that creates conditions for protected workplaces for disabled people and will implement majority of proposed activities there. The applicant plans to conduct other activities in rented premises of the municipality of Stará Ľubovňa where we have been providing services until now. The applicant also has commonly equipped premises by telephone, internet access, and has qualified staff that provide social services within the range described in this project. The core activities are provided in the seat of the organization. The applicant does not have any special equipment necessary for performance of work methods and forms, therefore, it asks to obtain them through this project.</p>		
3.12 Publicity and information measures (max 600 characters)	<p>The project manager will be responsible for such measures. In the initial phase we will give a press release, call press conferences and prepare leaflets for the target group as well as the general public. During the project we will post information on our website and release information in the regional media. Continuous results will be published in the annual reports of the organization. In the final project phase we will hold a professional conference with participation of stakeholders resulting in a conference festschrift. All the documents will bear a logo of the Swiss Financial Mechanism.</p>		

4. Scheduled and related expenses of activities			
		Total direct expenses on activity (EUR)	% from total direct

Activity	Activities timeframe (in months)	Current expenses	Capital expenses	Total (c+d)	expenses of all activities
a)	b)	c)	d)	e)	f)
Activity 1	3	0	0	0	0
Activity 2	51	123 237,06	23 600,00	146 837,06	15,26
Activity 3	51	283 068,12	20 622,00	303 690,12	31,56
Activity 4	51	83 846,16	57 000,00	140 846,16	14,65
Activity 5	48	306 981,74	1 900,00	308 881,74	32,10
Activity 6	52	61 898,24	0	61 898,24	6,43
Total		859 031,32	103 122,00	962 153,32	100,00

5. Budget Breakdown				
Expenditure group	Eligible expenditure (EUR)	Non-eligible expenditure (EUR)	Total expenditure (EUR) (b+c)	% of eligible expenses on total eligible expenses of the project
a)	b)	c)	d)	e)
01 – Intangible asset	2 000,00	0	2 000,00	0,19
02 – Building Procurement	0	0	0	0
02 – Tangible asset	169 767,00		169 767,00	15,90
03 – Land Procurement	0	0	0	0
50 – Consumer Purchase	55 816,00	0	55 816,00	5,23
51 - Services	143 870,00	3 820,00	147 690,00	13,47
52 – Own Personnel	590 700,00	3 330,00	594 030,00	55,32
Indirect costs – external financial audit	11 000,00	0	11 000,00	1,03
Indirect costs for enhancement of capacities of the applicant to manage the project	94 640,00	0	94 640,00	8,86
Indirect project costs				
Reserve	0	0	0	0
Total project expenditure (EUR)	1 067 793,32	7 150,00	1 074 943,32	100,00

6. Risk and risk management of external character								
	Influenced activity	Description of potential risk	Likelihood	Impact on project implementation			Risk mitigation measures	Value of reserve (in EUR)
				Extension of the time of project implementation	Increase of expenditures	Outputs reduction		
1.	Activity 2,3,4,5	Unsuitable candidates, unwilling employees	medium	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	To set precise and clear rules and criteria for assessment	0
2.	Activity 2	Unwillingness of municipalities to establish partnerships	medium	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer bonuses to municipality, publicity	0
3.	Activity 3	Disabled children and young people often	medium	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Repeated work with families in the	0

		hide from the world not to allow anybody to see their family system functioning					field, determining steps how to proceed with work with families	
4.	Activity 4	Unwillingness of parents to give their child to "strange" people, poor knowledge	medium	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer for family members to be present during the activity (opening), giving information to family members	0
5.	Activity 5	Lack of interest in disabled employees, failure to pass re-training courses offered, inability of clients of subsidized housing	medium	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Selection of employees - diagnostics	0
Total financial reserve:								0

7. Public Procurement					
No.	Public procurement subject	Procurement method	Activities covered	Start date	Contract value net VAT
1.	Goods – automobiles	Below limit order	2 a 4	March 2012	67 166,67
2.	Goods – information and communication technologies	Below threshold order	2, 3, 5, 6	March 2012	22 223,34
3.	Goods – medical aids	Below threshold order	3	March 2012	19 476,67
4.	Services – publicity (printing, video, ...)	Below threshold order	2 a 5, 6	March 2012	12 541,67
5.	Services – training courses	Below threshold order	2, 3, 5, 6	March 2012	12 475,00
6.	Services – interpreting and translations	Low value order	1, 6	May 2011	8 991,67
7.	Goods – white and brown goods	Low value order	2, 3, 5	March 2012	7 250,00
Total					150 354,19

8. Source of project funding		
1. Total project expenditures	EUR	1 074 943,32
1.1. Total non-eligible expenditure	EUR	7 150,00
1.2 Total eligible expenditure	EUR	1 067 793,32
2. Requested Grant	EUR	1 067 793,32
3. Applicant own sources	EUR	0
3.1 Bank loans out of Applicant own sources	EUR	0

9. Horizontal criteria
1. How will the project contribute to the objectives of the sustainable development strategy?
The Council of Europe's Disability Action Plan for 2006-2015 states that there has been a dramatic change in how people understand disability. In the past the disabled people in Europe were understood as patients, as a health-related approach to disability. Nowadays, Europe knows that such people should be part of the society, i.e. a social and human rights-based approach to disability. The plan seeks to promote the rights and full participation in society of people with disabilities. Each European country has different laws but this plan is for everybody. It says that everyone is responsible for doing things better for people with disabilities, including social services. Some disabled persons need special support and these are children with disabilities. In the Council of Europe's Action Plan there is Action line No. 5 that talks about employment, vocational guidance and training of the disabled. Action line No. 10 talks about social rehabilitation and Action line No.11 says that each country should provide social services that are needed by disabled individuals to be

part of the community. This legislation should assist in sustainability of activities proposed in the project. The project will contribute to improve the services that focus on promoting harmonisation of family and working lives and are in accordance with the horizontal priority of equal opportunities.

From the analysis and report on providing health care services to persons with disabilities and the proposed measures for their solution and evaluation by the Vocational Work Group of the Council of the Government of the SR for persons with disabilities for solving health care issues of persons with disabilities it is clear that the comprehensive care about persons with disabilities is based on the health and social aspects. Recently social workers that are not included in the system of health care insurance companies have been absent in the health care network. Providing health services in social facilities is not considered to be entitled by health insurance companies. The project will support a non-governmental organization to participate in developing the society and improving the conditions of the population and health care services.

2. What are the environmental impacts of the project implementation? What measures are proposed to mitigate the negative environmental impact?

The project itself will not have any major impacts on the environment. Environmental education of disabled children and young people for the beginners and advanced trainees will be part of social rehabilitation. The beginners will learn to think in terms of environmental protection and the advanced will carry out activities connected with environmental protection. An internal part of the strategy how to make the public interested will be that disabled children and young persons will separate municipal waste although they have complicated lives themselves. We will get them actively involved in the household waste separation that has already been introduced in the municipality of Stará Ľubovňa. When growing plants they will avoid using pesticides.

3. How are the gender equality and the non-discrimination principles applied in the project implementation?

The project will contribute to improved equal gender opportunity as one of the horizontal criteria. The objective is to create equal opportunities in approaching the labour market and to increase participation of women in the labour market through measures for harmonising work and family lives. The project will ensure gender equality for men and women to individual project activities and will seek to influence incorrect gender attitudes of employers, and apply this principle when hiring professional staff. The equal gender treatment will lie in banning discrimination in terms of sex, religion or faith, race, ethnicity or nationality, disability, age, sexual orientation, marital status, family status, skin colour, language, political affiliation, national or social origin, material possession, ancestry or other status. We will reduce gender differences in wages between women and men and we will especially pay attention to reduction of the specific unemployment rate of disabled people. We will improve information availability for people with disabilities, adapt educational programmes to the needs of disabled persons with respect to their integration into the healthy population.

4. How will the project contribute to the enhancement of the bilateral relations with the Swiss Confederation?

The Swiss Confederation has a long tradition in the system of working with people with disabilities. The Slovak Republic is in the beginning of the process of debarrierisation of the society and elimination of prejudice against this group of citizens as receivers of disability pension. Through the proposed activities and building partnerships the work methods and forms used in the Swiss Confederation will influence the work with the target group in Slovakia. By applying them in practical work they will get into each family even the ones living in the marginal areas of the district. The financial support will contribute to enhance skills and abilities of disabled children and young people and consequently result in a possibility to lead an independent life. These factors will have influence on the perception of people who will get such assistance, which will strengthen the bilateral relation with the Swiss Confederation. By establishing the partnership and exchanging the experience we will not only pick up the threads of work experience but also make new friends and make sure that a young person with disability may work and become an effective member of the community. Further, we expect that the cooperation will continue beyond the project duration.

5. What innovative technologies/processes will be applied within the project implementation?

All the project activities will use any available technologies/processes as well as innovative work methods with children and young people with disabilities. It is because this is a social group of people who require special and individual work approaches. In social rehabilitation it will involve education by interactive board, also by theatre – arts, manual training with elements of environmental protection. In all the therapies the individuality of performance will be taken into account and that predetermines the ability of the staff to ensure innovative work processes. The innovative form in our conditions is to assess personality profiles and profiles for working with disabled young people.

The innovative process among disabled children and young people is also a comprehensive offer of reintegration into the healthy population through the project individual activities – from diagnosing, through rehabilitation, acquiring work skills, re-training, job, to subsidized housing. Also by establishing consulting services in one place, which does not work in the current network of consulting.

10. Project readiness and Project Preparation Facility (PPF)	
10.1 Project readiness	<input type="checkbox"/> planned
	<input type="checkbox"/> under development
	<input checked="" type="checkbox"/> ready
10.2 Assistance applied from the PPF for completion of the documentation	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
10.3 Grant requested from the PPF (EUR)	7 150,-

11. Sustainability of project's results	
1. Financial sustainability	See Financial analysis
2. Institutional sustainability	<p>The Greek-Catholic Charity in Prešov operates Home of Social Services in Stará Ľubovňa in which it provides ambulatory social services to 16 children under 25 with mental and combined disabilities. Its registration legalised the activities it provides pursuant to § 38 of Act No. 448/2008 Coll. on Social Services to persons that are dependent on assistance of another person and their degree of dependence is at least 6. Within this legislation the Home of Social Services (HSS) can also legally provide rehabilitation centre services, day centre services in which the same types of services can be provided as in the HSS according to the Act. However, since the HSS has only limited premises (capacity of places), insufficient material equipment and staff, it could not provide full services of a rehabilitation centre and day centre. Through the project the applicant will improve its material and personnel conditions and afterwards can ask for registration of those services. It will ensure their sustainability that after registration it will get funds from the self-governing region office per client. The day centre services will be maintained by accreditation of specialised consulting for which the applicant will also receive funds from the self-governing region office. In comparison of the current state there will be a difference that the day centre at the moment provides services to people dependent on assistance of another person who were assessed to have the dependence degree of 6 and after the project implementation it will be able to provide it to people dependent under the degree of dependence 6 on another person. After fulfilling material and personnel conditions the applicant will be able to register the rehabilitation centre service. It will consequently allow to receive clients with a lower degree of dependency that we are not entitled to get funds for under the current condition, thus, we would not be able to provide them with the service or pay the operation of the activity. In the future one coordination position will be created that would combine the services of rehabilitation and specialized consulting services (in the Project under Day Centre activity) and the HSS, it will create financial stability for maintaining the types of services for disabled children and youth. During the project implementation the transport services will function as mobilization of the client base that should be monitored after three years, mobilized and assigned to a certain type of services. The main task of this activity is to mobilize the target group and its sustainability is only a secondary function. We assume that the target group will be diagnosed and recommended with some types of ambulatory and field services and they will themselves engage in an activity to receive the services. However, if they need transportation, they will have to pay for it to the provider pursuant to the legislative conditions for providing transportation services. In the future depreciation of a vehicle or sustainability of such type of services could be achieved by direct payments from the client on the one hand or commercial rent of a vehicle for various</p>

	<p>purposes (trips, taxi for the disabled to pilgrimage sites, etc.). However, it is necessary to state that this type of service is important in the first years of the project implementation because it should make the disabled and their families learn about the need of the services in favour of their development in ambulatory or field services. The services of project activity employment by subsidized employment will be sustainable by the fact that we will ask for a status of protected workplace and protected workshop, and consequently for funds from the state for these positions in order to pay operational costs of the activities. A small part of our own sources will be generated by producing souvenirs for the municipality of Stará Ľubovňa and other municipalities and businesspersons. Protected housing will be sustainable the way that young disabled persons will have to have income from their jobs and their protected jobs will be offered by the municipality of Stará Ľubovňa.</p>
<p>2 a) Development and maintenance of the partnerships and cooperation in the micro-regional/local and the regional context</p>	<p>The development and maintenance of the partnerships at the regional level will be initiated throughout the project implementation. Since the competences in assisting disabled people are split between the state and local governments and are also given to non-public providers. The activities of individual institutions complement mutually, therefore, the partnership for effective assistance work is necessary and will be built with relevant state institutions, local governments and civic associations that focus on this area. The state will compensate social consequences for people with severe disabilities by financial contributions and promote employment of disabled people through offices of labour, social affair and family. Through the insurance system the public administration compensates the income of disabled people and funds any health care activities for them. Municipalities have an obligation to satisfy the needs of their population and have their original competences also in social services for disabled people. The objective of the project is to build and develop a functional network of social services for disabled children and young persons in the district and one of the measures how to achieve it is to make partner organizations and other stakeholders participate within their competences. An important role will be played by municipalities that as a supplier or provider of social services for disabled children and young persons will perform the task of a mediator and information agent of the beneficiary and participate in funding assistance for their population – children and young persons endangered by social exclusion in their natural and open environment. With respect to financial and personnel aspects it is more effective for municipalities to provide the services by a long experienced provider of social services in the district – the Greek-Catholic Charity in Prešov, St. Anne’s Home in Stará Ľubovňa. With respect to maintenance of the partnership it will be important to have signed cooperation agreements on providing supportive services and employment of disabled people who during and after the completion of the project will be ready to get employed in protected workshops that they establish or through subsidized employment.</p>
<p>3. Sustainability at the level of policies and strategies</p>	<p>This project falls within the supranational as well as</p>

	<p>national platforms in work with disabled children and youth. It reflects a philosophy of standard rules for creation of equal opportunities for citizens with disabilities and other international documents that promote integration. Their main principle is equality of opportunities for all. The needs of each individual and all people are equally important. For the society these needs must become a standard for planning and all the sources must be used the way to provide every individual with an equal opportunity for integration. According to the European rules the condition of full integration of citizens with disabilities are activities towards raising awareness as well as medical care. The tasks in these areas are especially in activities that present a positive picture of people with disabilities and their abilities and contribution to prevention of diseases and promoting health, mitigation of pain, fighting untimely death. Another assumption is the existence of available rehabilitation for citizens with disabilities in their usual place and creating and providing the so-called assistance services including assignment of compensational devices. At the national level it falls within the "National Development Programme of Life Conditions of Citizens with Disabilities in all the areas of life" (hereinafter the "National Programme"). Its objective is to create equal opportunities and integrate citizens with disabilities in the life of the society pursuant to the recommendations "Standard rules for creation of equal opportunities for citizens with disabilities". The National Programme is a system step towards creation of the process of continuous and concept solution of all the serious problems in the lives of citizens with disabilities, including creating conditions for prevention of disabilities, early diagnostics and therapy, records and appropriate integration into the social and work environment.</p>
<p>3 a) Project's multiplier effect and potential for a lead project</p>	<p>The project and its multiplier effect should strengthen the quality of social services for the beneficiary of a social service according to the specific needs of the region, mentality, culture and tradition. This will be a pilot project of effective cooperation of regional government, local governments and a non-governmental organization with families, disabled children and young people for the Prešov Self-Governing Region and the region of Stará Ľubovňa. The project wants to address each specific family with a disabled child or young person in each, even marginal, area of the region especially by Day Centre services (Activity 3) in the field form that will map their needs and offer assistance to improve their lives. The project expects to establish cooperation and partnerships with all the municipalities in the district. This effect will be multiplied by their roles resulting from their legislative competences including mediation and information tasks for their population about the possibility of assistance by project activities. Further, attending physicians, school facilities, existing civic associations that defend their interests and their members' interests as well as institutions involved in assisting disabled people will perform the role of recommending such assistance through project activities by recommending and giving contacts for</p>

	<p>project services or obtaining a consent to contact them, thus, acting as a mediator. Therefore, the multiplier effect will also be achieved by cooperating with them, and they will participate within the range of their competences in achieving the effect and municipalities will be interested in implementing it among the people who will benefit from it. The project will also have impact on academic community through the results of a doctorate thesis that will be part of the project and should come to conclusions and formulate recommendations for practical work since that will be a scientific research carried out in the project focused on improving life quality and making the tool available for disabled children and young people and at the same time it will test the links between supranational, national, regional and local social policies for specific disabled children and young people.</p>
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12. Signature and declaration	
<p>I, the undersigned, PhDr. Peter Valiček, declare being the person authorized to sign this Application form. I certify that:</p> <ul style="list-style-type: none"> • The information given in this Application and its Annexes is correct and exact; • All attached copies of the Application including the Annexes and the electronic version are identical with the original Application and the Annexes; • English and Slovak versions of the Application and the Annexes 1 to 8 are content wise identical; • For the submitted Project no Grant has been provided from other national, international programmes or EU funds up to the date when the Grant Application is submitted; • For the submitted Project no Grant has been requested from other national, international or EU funds. 	
Place: Prešov	
Date: 10.8.2011	
Signature of the statutory body:	

13. List of Annexes to the Grant Application		
No.	Name of the Annex:	Project Outline/Final Project Proposal
1.	Project implementation and expenses schedule	<input type="checkbox"/>
2.	Budget breakdown with detailed comment	<input type="checkbox"/>
3.	Description of the Project implementation	<input type="checkbox"/>
4.	Log frame	<input type="checkbox"/>
5.	Partner description	<input type="checkbox"/>
6.	Grant application within the Project Preparation Facility	<input type="checkbox"/>
7.	Project financial analysis	
8.	Tender dossiers	<input checked="" type="checkbox"/>
9.	Abstract from the respective organization register	<input checked="" type="checkbox"/>
10.	Statutes or Articles of Association	<input checked="" type="checkbox"/>
11.	Statement of finances	<input checked="" type="checkbox"/>
12.	Annual report	<input checked="" type="checkbox"/>
13.	VAT payer registration certificate from the competent tax authority	<input checked="" type="checkbox"/>
14.	Extract from the Penal Register of all members of the statutory body of the Applicant	<input checked="" type="checkbox"/>
*15.	Confirmation from the Social insurance, health insurances and respective tax authority certifying that there are no due liabilities towards these institutions	<input checked="" type="checkbox"/>
*16.	Declaration that the applicant has access to financial sources for the implementation of the investment project above the limit of the grant (e.g. Decree of the local council, general assembly, board of directors, bank loan standby for the proposed project)	<input checked="" type="checkbox"/>
*17.	Other documents	<input checked="" type="checkbox"/>

* The Applicant submits the relevant Annexes in compliance with the Instructions to the Applicant

Annex 3: Indicative disbursement plan

Name of Project: Full social services for children and youth with disabilities in the region of Stara Lubovna

Implementation Start: 01/2012

Disbursement No.	Months of implementation covered	Disbursement month	Amount in CHF	Other documents submitted to Switzerland related to Disbursement
1	0 -4	10/2012	162 900	PIR
2	5 - 8	02/2013	104 100	PIR
3	9 - 12	06/2013	81 580	PIR, PAR
4	13 - 16	10/2013	93 000	PIR
5	17 - 20	02/2014	72 100	PIR
6	21 - 24	06/2014	72 470	PIR, PAR, FAR
7	25 -28	10/2014	88 390	PIR
8	29 - 32	02/2015	74 820	PIR
9	33 -36	06/2015	75 630	PIR, PAR
10	37 - 40	10/2015	80 400	PIR
11	41 - 44	02/2016	76 100	PIR
12	45 - 48	06/2016	75 510	PIR, PAR
13	49 - 52	01/2018	56 000	PIR, PCR, FAR
Total:			1 113 000	

FAR Financial Audit Report
PAR Project Annual Report
PCR Project Completion Report
PIR Project Interim Report