



REPUBLIC OF SLOVENIA
**MINISTRY OF ECONOMIC
DEVELOPMENT AND TECHNOLOGY**



**REPORT ON THE IMPLEMENTATION OF
EEA FINANCIAL MECHANISM
AND
NORWEGIAN FINANCIAL MECHANISM
2009-2014 IN SLOVENIA**

Implementation period:	May 2011 – December 2011
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Prepared by:	National Focal Point Ministry of Economic Development and Technology

Glossary of Acronyms

BSO	Budgetary Supervision Office
CMEPIUS	Centre of the Republic of Slovenia for Mobility and European Educational and Training Programmes
EEA	European Economic Area
EFTA	European Free Trade Association
EU	European Union European Affairs)
FMO	Financial Mechanism Office
FMs	Norwegian Financial Mechanism and EEA Financial Mechanism
GOSP	Government Office for Local Self-Government and Regional Policy
MES	Ministry of Education and Sport
MF	Ministry of Finance
MH	Ministry of Health
MoU	Memorandum of Understanding
NFP	National Focal Point
NGO	Non-governmental organization
OEO	Office for Equal Opportunities
PA	Paying Authority (Ministry of Finance)
PO	Programme Operator
SIU	Norwegian Centre for International Cooperation in Higher Education
TA	Technical Assistance

PREFACE

The purpose of the Report on the implementation of the EEA Financial Mechanism and the Norwegian Financial Mechanism 2009-2014 in Slovenia is to give comprehensive information on the programming activities in the period under review. The Report provides an overview of the programming of both financial mechanisms and compiles information which the National Focal Point (NFP) received from the Programme Operators (POs) and other stakeholders involved in the programming and implementation of the EEA Financial Mechanism and Norwegian Financial Mechanism 2009-2014 in Slovenia until December 2011.

The reported period starts with the dates of signature of Memoranda of Understanding (MoUs) (May 2011) and covers the period until 31 December 2011. The Report includes the following:

- Background information
- Main activities which have taken place at the national level after signatures of the MoU
- Information on advance payment requests
- Status of preparation of programmes (state of play, Time schedules of future steps, submission of programmes to the Financial Mechanism Office (FMO), Selection of Pos and specific concerns)
- Information on the up-coming activities at national level
- Programmes operated by FMO or donor state entity in accordance with article 5.13 of the Regulation)
- Status of the progress on the national implementation set-up (progress on the Technical Assistance (TA) Agreement, issues related to the set-up)
- Status of Donor Programme Partner (DPP) involvement
- Main risk factors related to the implementation of the Grants at the national and programme levels
- Information on publicity and communication activities/strategy at the national and programme levels
- Indicative implementation plan for the next period

Note: In accordance with the Government of the Republic of Slovenia Act the Government Office of the Republic of Slovenia for Local Self-Government and Regional Policy is cancelled as of 10 February 2012. The areas of work relating implementation of EEA Financial Mechanism and Norwegian Financial Mechanism are taken over by the Ministry of the Economic Development and Technology. Since the Report on the implementation of the EEA Financial Mechanism and the Norwegian Financial Mechanism 2009-2014 was prepared in January 2012 and has the cut of date December 2011, the NFP in the text of the report is according to the MoUs previous Government Office of the Republic of Slovenia for Local Self-Government and Regional Policy.

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1 INTRODUCTION

The Memorandum of Understanding on the implementation of the Norwegian Financial Mechanism 2009-2014 between the Republic of Slovenia and the Kingdom of Norway was signed on 9 May 2011 in Brdo pri Kranju during the state visit of the Norwegian royal couple to Slovenia, while the Memorandum of Understanding on the implementation of the EEA Financial Mechanism 2009-2014 between the Republic of Slovenia and Iceland, the Principality of Liechtenstein, the Kingdom of Norway was signed on 21 May 2011.

According to the signed MoUs the following programmes will be implemented in the Republic of Slovenia:

Slovenia	EEA FM contribution
Programme area	
Biodiversity and Ecosystem Services	€ 1,950,000
Environmental Monitoring and Integrated Planning and Control	€ 1,800,000
Funds for Non-governmental Organisations	€ 1,875,000
Conservation and Revitalisation of Cultural and Natural Heritage	€ 5,062,500
Scholarships	€ 625,000
Other allocations	
Technical assistance to the Beneficiary State (Art. 1.9)	€ 187,500
Fund for bilateral relations at national level (Art. 3.5.1)	€ 62,500
Net allocation to Slovenia	€ 11,562,500

Slovenia	Norwegian FM contribution
Programme area	
Global fund for Decent Work and Tripartite Dialogue	€ 144,000
Bilateral Scholarship Cooperation	€ 1,220,000
Public Health Initiatives	€10,228,000
Mainstreaming Gender Equality and Promoting Work-Life Balance	€ 1,440,000
Other allocations	
Technical assistance to the Beneficiary State (Art. 1.9)	€ 216,000
Fund for bilateral relations at national level (Art. 3.5.1)	€ 72,000
Net allocation to Slovenia	€ 13,320,000

The Norwegian Embassy in Slovenia played a very important role in the promotion of the FMs in Slovenia by actively participating in almost every event related to the FMs (signing contracts with Project Promoters, workshops for potential applicants, opening and closing ceremonies, annual meetings, other meetings, site visits etc.). The NFP sincerely regrets the closing of the Embassy in Ljubljana and will initiate to maintain fruitful and cooperative relations with the Norwegian Embassy in Budapest in the future.

On 31st of January 2012 H.E. Mrs Ellen Sletner, Ambassador of Norway, presented the Letters of Credence to Dr Danilo Türk, President of the Republic of Slovenia. She also visited GOSP (State Secretary and NFP) and discussed projects and funds from the previous period 2004-2009 and forthcoming activities for the period 2009-2014.

Since the signature of the MoUs the following main activities have taken place at the national level:

- 13 July 2011: Working meeting on the Regulation on the implementation of the EEA Financial Mechanism 2009-2014 between FMO, Ministry of Finance, Budget Supervision Office and Government Office for Local Self-Government and Regional Policy (GOSP).
- 11 August 2011: The call for appointment of members of working groups for preparation of EEA Financial Mechanism Programme and Norwegian Financial Mechanism Programme was sent to: Ministry of Education and Sport (MES), Ministry of Health (MH), Office for Equal Opportunities (OEO) and Ministry of Finance (MF).
- 19 September 2011: Extraordinary Annual Meeting of the EEA Financial Mechanism & the Norwegian Financial Mechanism 2009-2014 (Change of MoU, Annex A). The proposed changes have been approved by all parties.
- The NFP send the proposal for exchange of letters regarding the amendment of Annex A and with reference to the FMO letter, dated on 6 October 2012, the NFP accepted proposed changes of Annex A on 4th and 17th of November 2011.
- 27 September 2011: The workshop for members of working groups for preparation of programme was organized by the NFP. Members of the working groups met for the first time. The time schedule for submission of draft programme proposals has been set.
- On 19 October 2011 a meeting of the Working Group for the preparation of the EEA and Norway programme proposal was held between representatives of the FMO, NFP and respected line ministries. The meeting was held on the basis of the proposals drawn up guidelines and project promoter and representatives from Brussels. At the meeting the point of views and donors expectations on the respected programme areas were presented and exchanged. Focus was, in particular, put on guidelines and the expected course of the future work for preparing the EEA Financial Mechanism Programme.

Information on advance payment requests:

No advance payment request was submitted to the FMO until December 2011. Due to severe public financial situation, combined with the change of Government and programming at the same time the PO for SI02 and SI05 would like to emphasise the need for the advance payments for the management costs of the PO. Also, pre-defined project "Environmental Monitoring and Integrated Planning and Control", run by the Surveying and Mapping Authority of the Republic of Slovenia, requested advance payment in the programme proposal in the amount of 100,000 EUR.

2 STATUS OF PREPARATION OF PROGRAMMES

SI05 Norwegian Financial Mechanism Programme

Progress on programming:

The programme proposal has been submitted to the FMO on 4th January 2012. The FMO provided questions to the programme on 31 January 2012 and these questions have been discussed during the meeting between FMO and NFP on 2nd February 2012. These questions have been clarified and discussed also during the external appraisal from 13th to 14th February 2012 and at the 2nd meeting of the Co-operation committee, held on 16th February 2012.

Since the establishment of the Co-operation Committee and the external appraisal, programming is proceeding smoothly, however the programme operator expect some possible delays in programming and implementation (see under risks). The involvement of the DPP will be also strengthened with the adoption of the rules of procedures of the Co-operation Committee, which will meet regularly and not only ad hoc. Until the organizational changes of the Government of the Republic of Slovenia are in force, the organizational aspects of the programming (responsible persons of NFP, line ministries, members of the Monitoring Committee etc.) unfortunately cannot be included in the revisions of the programme.

Programme information

The Norwegian Financial Mechanism Programme 2009-2014 consists of 2 programme areas:

- Programme Area No 27: Public Health Initiatives
- Programme Area no 28: Mainstreaming Gender Equality and Promoting Work-Life Balance

The Objective of the Programme Area No 27: Public Health Initiatives is "Improved public health and reduced health inequalities". The PO is GOSP and the DPP is the Norwegian Institute of Public Health (Folkehelseinstituttet, FHI). Expected outcomes of this programme area are:

- Reduced inequalities between user groups
- Life-style related diseases prevented or reduced
- Improved mental health services

The Objective of the Programme Area No 28: Mainstreaming Gender Equality and Promoting Work-Life Balance is "Gender equality and work-life balance promoted". The PO is GOSP. Expected outcomes of this programme area are:

- Awareness raised and research on gender issues promoted
- Balance between work, private and family life improved
- Gender balance on company boards improved

The Programme will contribute to the achievement of objectives with development and testing of new innovative approaches/models/interventions that build on local partnerships between NGOs, public institutions and local communities. At the national level, this programme shall also focus on capacity building and training of public professionals in collaboration with the Norwegian partner institutions. For both programme areas within the programme, the same approach is used: narrowing focus of interventions to only 3 priority areas, capacity building in cooperation with partners from the donor state and achieving sustainability of the programme through partnership. With focus on few priority areas and key target groups, the programme funds are concentrated and can more significantly influence the development of the capacity at the local, regional and national level in relatively short time. In the field of Public Health Initiatives the programme will focus on reduced inequalities between user groups, prevention and reduction of life-style related diseases and improving mental health services in the Republic of Slovenia. In the field of Gender equality and work-life balance the programme aims to increase representation and participation of women at all levels of economic and political decision-making. Through cooperation with several Norwegian institutions development, implementation, monitoring and evaluation at the national, regional and local levels the programme aims to strengthen bilateral relations between the Kingdom of Norway and the Republic of Slovenia.

State of play

1. 5 August 2011: Written co-operation between PO and Donor Programme established.
2. 3 October 2011: Template for a programme proposal and division of responsibilities between different stakeholders has been submitted to members of the working groups for preparation of the programme.
3. 5 October 2011: Meeting on programming of Norwegian financial mechanism in the area 27: Public health initiatives between Ministry of Labour, Family and Social Affairs, MES, Governmental Office for Equal Opportunities and MH. At this meeting the relevant stakeholders reached the decision on the strategy of the programme and to include a pre-defined project into the programme proposal.
4. 13 October 2011: Meeting between DPPs, NFP, PO and FMO to review state of programming.
5. 14 October 2011: Meeting of the working group for the preparation of the programme. At this meeting Co-operation committee has been established (final minutes of the meeting are attached in Annex 1).
6. 5-7 December 2011: Study trip the OEO to Norway (Ministry of children, equality and social inclusion, Norway association of local and regional authorities, Equal opportunities Ombudsman).

The study trip was organized by the office and Norway association of local and regional authorities. The main purpose of the visit was to exchange views, experiences and best practices as a tool for finalization of programme proposal and later for preparation of tender and selection of projects.

7. From 24 October 2011 to 23 December 2011 several meetings, telephone and written communication between members of Co-operation committee took place. Three drafts were received and revised in accordance with comments by the PO and DPP.
8. 23 November 2011: Meeting between Ministry of Health, the Office for Equal Opportunities and PO to discuss the final draft of the compiled Programme.
9. 20 December 2011: The NFP convened a meeting between NFP/Programme operator and MH and National Institute for public health to decide on the inclusion of pre-defined project for the Programme area 27 into the programme proposal.
10. 23 December 2011: the final revisions of the programme received from all stakeholders. The proposal was sent to all members of the working group for comments and/or approval.
11. 4 January 2012: Submission of Norwegian Financial Mechanism Programme to FMO.

The representative of Norwegian Royal Embassy in Budapest was included in the process of programme preparation as an observer and was informed about the state of play on the programming on a regular basis.

SI02 EEA Financial Mechanism programme

Progress on programming:

The programme proposal has been submitted to the FMO on 6th January 2012. The FMO provided questions to the programme on 30 January 2012 and these questions have been discussed during the meeting between FMO, NFP and representatives of line ministries on 2nd February 2012.

Programming is proceeding smoothly, however the programme operator expect some possible delays in programming and implementation (see under risks). Until the organizational changes of the Government of the Republic of Slovenia are in force, the organizational aspects of the programming (responsible persons of NFP, line ministries, members of the Monitoring Committee etc.) at this moment cannot be included in the revisions of the programme.

Programme information

The EEA Financial Mechanism Programme 2009-2014 consists of 3 programme areas:

- Programme Area No 2: Biodiversity and Ecosystem Services
- Programme Area no 16: Conservation and Revitalisation of Cultural and Natural Heritage
- Programme Area no 3: Environmental Monitoring and Integrated Planning and Control

The objective of the Programme Area no 2: Biodiversity and Ecosystem Services is to stop the loss of biodiversity and improve compliance with environmental legislation. The Programme Operator is Government Office for Local Self-government and Regional Policy. Expected outcomes of this programme area are:

- Increased capacity to manage and monitor Natura 2000 sites effectively;
- Avoided fragmentation of ecosystems;
- Increased awareness of and education in biodiversity and ecosystem services, including awareness of and education in the linkage between biodiversity and climate change, and economic valuation of ecosystems.

The Programme supports implementation of the governmental Natura 2000 site management programme 2007-2013, one of the national priorities according to the National Environmental Action Plan 2005-2012 (adopted by the Parliament in 2005).

The objective of the Programme Area no 16: Conservation and Revitalisation of Cultural and Natural Heritage is to safe-guard and conserve and make cultural and natural heritage for future generations publicly accessible. The Programme Operator is Government Office for Local Self-government and Regional Policy. Expected outcomes of this programme area are:

- Cultural heritage restored, renovated and protected
- Cultural heritage made accessible to the public

The proposed activities concerning natural heritage will contribute to safe-guarding, conservation and better accessibility of cultural and natural heritage in Slovenia. Through framework of the Nature conservation act, objectives and measures of the National environmental action programme 2005–2012 and through focus on protected areas, established at the national level, national legislation and priorities are incorporated. The aim in the field of cultural heritage is to protect and preserve cultural heritage, tangible and intangible, and its integration into sustainable development of Slovenia and European integration in order to increase awareness of the importance of heritage conservation and its development prospects, peculiarities of its maintenance and renewal. The expected result of the restoration and preservation of cultural heritage and improve its public accessibility.

The objective of the Programme Area no 3: Environmental Monitoring and Integrated Planning and Control is to improve compliance with environmental legislation. A pre-defined project in the MoU for the area Environmental Monitoring and Integrated Planning and Control is being developed. The overall goal of pre-defined project is modernization of spatial data infrastructure to reduce risks and impacts of floods. The objectives of the projects are:

- facilitate water management and reduce flood risks and impacts with improved spatial planning through relevant assessment of potentially endangered areas;
- improved spatial information on topography and hydrography and
- increased INSPIRE compliance of data and services.

The Programme Operator is Government Office for Local Self-government and Regional Policy. Project partners for the pre-defined project are the Norwegian Mapping Authority (Statens kartverk) and the National Land Survey of Iceland (Landmaelingar).

Overall goal of the pre-defined project is to facilitate water management and reduce flood risks and impacts with improved spatial planning with relevant assessment of potentially endangered areas, improved spatial information on topography and hydrography and increased INSPIRE compliance of data and services. The INSPIRE infrastructure for spatial information will assist policy-making in relation to policies and activities have a direct impact on space and environment.

State of play

1. The meeting of the Working Group was held on 2 November 2011. The meeting was attended by all representatives of the active portfolios. The representatives were acquainted with the various working papers and guidelines for the conduct of further notice. PO divided the tasks and areas of work and set deadlines for the preparation of materials and the necessary inputs.
2. According to the agreement, the second Working Group meeting was held on 10 November 2011. At the meeting the PO presented the working paper and all opened issues at that time. The purpose of the meeting was to agree on the common issues within the program area, thus the initial proposals as well as the concept of working papers by the line ministries were presented. The line ministries therefore presented their programme platforms, framework indicators, target group, the estimated cost of implementation, the size of the conceptual framework, etc. Given the high difference and non-horizontal integration of various programme platforms the PO organized additional coordination between the ministries and areas of PO / NFP during which the Working Group committed to prepare the final draft proposal of the EEA program by 15 December 2011.
3. Over the next three weeks several coordination between PO / NFP and the line ministries were held, with the aim to optimize a set of objectives for individual programme areas. The PO reviewed the contributions from the line ministries and presented an opinion on the briefs. PO has actively worked to make the programme most integrated and coordinated at the working group.
4. The line ministries submitted the final draft within the deadline agreed upon by the Working Group. Additional coordination meetings were held until the beginning of January 2012 where the parties completed the Project Program template for the EEA Financial Mechanism for the period 2009-2014.
5. The final draft proposal of the EEA Program was submitted to the FMO on 6 January 2012.

The representative of Norwegian Royal Embassy in Budapest was included in the process of programme preparation as an observer and was informed about the state of play on the programming on a regular basis.

SI04 EEA/Norway Grants Scholarship Programme

Name of Programme area addressed (refer to the MoU):

- EEA Grants Programme area 19, Scholarships
- Norway Grants Programme Area 24, Bilateral Scholarship Programme

Programme information

Second generation of the Slovene Scholarship Fund (first being implemented in 2009 and 2010) will further support the international cooperation, transnational partnership and mobility in order to enhance internationalisation of vocational and higher education in Slovenia. The projects and activities supported are expected to directly increase institutional cooperation between Slovenia and EEA countries and so set up longer lasting cooperation.

The Programme operator is the Centre of the Republic of Slovenia for Mobility and European Educational and Training Programmes (CMEPIUS). At its 152nd regular session on 29 September 2011, the Government of the Republic of Slovenia gave its consent to CMEPIUS to carry out the tasks of PO for the EEA and Norwegian Financial Mechanism Scholarship Programme (FMs 2009-2014). The DPPs for the programme are: the Norwegian Centre for International Cooperation in Higher Education (SIU) in Norway, Icelandic Centre for Research (RANIS) in Iceland and the National Agency for International Affairs (AIBA) in Liechtenstein.

Outcome 1: Increased HE student and staff mobility between Beneficiary and EEA EFTA States

- Students and trainees at all forms/levels of tertiary education, including recent graduates
- Teachers/researchers, post-doctoral fellows, managers/leaders and other staff within higher education institutions

Outcome 2: Increased and strengthened institutional cooperation at all levels of the education sector (school education, higher education, VET) between Beneficiary and EEA EFTA States

- primary and secondary schools
- initial vocational training/education institutions
- tertiary education institutions
- associations and representatives of associations involved in higher education, including relevant student, university, and teacher/trainer associations
- organisations/bodies active in the educational sector
- enterprises

Outcome 3: Increased mobility of education sector staff at all levels of education between Beneficiary and EEA EFTA States

- education sector staff at all levels of education in Beneficiary and EEA EFTA States

Outcome 4: Increased higher education student and staff mobility between Beneficiary States and Norway

- higher education students
- higher education staff

Outcome 5: Increased and strengthened institutional cooperation within the higher education sector between the Beneficiary States and Norway

- higher education institutions

State of Play

- 1 At its 152nd regular session on 29 September 2011, the Government of the Republic of Slovenia gave its consent to CMEPIUS to carry out the tasks of PO for the EEA and Norwegian Financial Mechanism Scholarship Programme (FMs 2009-2014).
- 2 The programme document template was prepared. After two feedbacks from the programme partners from Donor States the programme is now in the final reading by them. The PO = CMEPIUS plans to receive the feedback until the end of January at the latest to have a final Programme document finalized by the 10th of February 2012. After finalisation the programme and its attachment are to be sent to FMO for approval.
- 3 Depending on the approval by the FMO the PO hopes to start the operation in May 2012 at the latest. Only In this way they can try to publish the first Call in July 2012.
- 4 During the preparation of the Programme document two meetings were carried out: on the 4th October 2011 a representative of the SIU Norway Mrs. Veena Gill has visited the PO to give them the feedback on the first draft of the programme document and on the 17th November two representatives of the PO visited the FMO office in Brussels; financial questions and some programme issues were discussed (where to include certain cost categories, eligibility of costs etc.).
- 5 So far no publicity has been implemented because they cannot give any specific answers (time wise or activity wise). However the PO is answering all requests sent by individuals or institutions.

SI03 NGO Programme

Progress on programming:

The public procurement procedure for selection of the Programme Operator depends completely on the adoption of the supplementary budget 2012, which will allow the opening of the budget items and launch programme.

Programme information

Programme Area no 10: Funds for NGO with the objective to strengthened civil society development and enhanced contribution to social justice, democracy and sustainable development in the amount of 1,875,000 EUR.

State of play

GOSP started with the preparation of tender documentation for selection of NGO PO at the end of 2011. However, all tenders prepared at the end of 2011 have to be notified to the new established Public procurement agency. In short, by law that shall be executed from January 2012 on all public tenders that are over 125.000€ should be run by this new established agency for public procurement. Our office has informed the agency with planned tender in due time and prepared fundamentals for tendering process in addition nevertheless some questions remain open since new established agency should provide proper direction. The agency then officially informed our office that they are not in position to execute the proposed tender for NGO Programme due to various reasons. However, by law it is only the Government that can decide who is next entitled to run the respected tender. The Slovenian Government has not taken the decision yet.

The Terms of References (ToR) for Public tender for the selection of NGO PO is in the final phase of preparation and will be sent to the FMO as soon as the NFP receives the translation of the document.

3 PROGRAMMES OPERATED BY FMO OR DONOR STATE ENTITY IN ACCORDANCE WITH ART. 5.13 OF THE REGULATION

List of programmes with information

Programme Area no 22: Fund for Decent Work and Tripartite Dialogue with the objective to decent work promoted and tripartite cooperation improved between employers' organisations, trade unions and public authorities in supporting equitable and sustainable economic and social development in the amount of 141.840 EUR.

The representatives of Innovation Norway, who operate the Fund, visited Slovenia on 25 August 2011. The public tender was published on 11 November 2011.

Information on up-coming activities

1. Presentation on a Web site of the GOSP;
2. Executing point of contact via electronic or direct communication;
3. on 28 November 2011, the NFP presented the elements of public tender to the Economic and Social Council for number (36) of the Social Partners. The latter is comprised of representatives of employers, employees, government and other stakeholders;
4. On hold is a workshop for representatives of the trade union on which NKT will present the invitation and all requirements for application and implementation of projects

Information on status of programme preparation / or pre-defined projects

At the moment there is an open call with deadline by 22 April 2012.

4 STATUS OF THE PROGRESS ON THE NATIONAL IMPLEMENTATION SET-UP

Technical Assistance

The first draft TA budget has been submitted to the FMO on 24 October 2011 and was discussed with FMO on 25 October 2011. The revised TA budget and detailed description of activities has been submitted to the FMO on 15 December 2011. Based on the provided documents and budget, the FMO drafted the TA Agreement on 15 December 2011 and submitted it to the NFP. In February 2012, the NFP will discuss the activities and budget for Fund for bilateral relations at national level with Mrs Siri Ellen Sletner, Ambassador of Norway.

National Implementation set-up

National Focal Point

In accordance with the Government of the Republic of Slovenia Act the Government Office of the Republic of Slovenia for Local Self-Government and Regional Policy is cancelled as of 10 February 2012. The areas of work relating implementation of EEA Financial Mechanism and Norwegian Financial Mechanism are taken over by the Ministry of the Economic Development and Technology. Once the organisational changes will be in force, the management and control system will be elaborated in co-operation with Programme Operators and Certifying Authority.

The roles and responsibilities of the NFP are stipulated in the Regulation, in particular Article 4.3 thereof.

Certifying Authority

The Department for management of EU Funds within the Budget directorate of the Ministry of Finance shall act as the Certifying Authority. The Head of the Department for management of EU Funds shall act as the Head of the Certifying Authority.

The roles and responsibilities of the Certifying Authority are stipulated in the Regulation, in particular Article 4.5 thereof.

Audit Authority

The BSO shall act as the Audit Authority. The BSO is an autonomous body under the umbrella of the Ministry of Finance. The BSO Director reports directly to the Minister of Finance on the execution of the budget of the BSO. The BSO is not responsible for any function pursued by the NFP or the Certifying Authority and is organizationally separate from these bodies.

The performance of the tasks of the Audit Authority has been assigned to the Cohesion and Structural Funds Audit Sector, which also performs audit activities for funds and programmes under, amongst others, the EU Cohesion policy and the Instrument for Pre-Accession Assistance. The Head of the Cohesion and Structural Funds Audit Sector shall act as the Head of the Audit Authority.

The roles and responsibilities of the Audit Authority are stipulated in the Regulation, in particular Article 4.6 thereof.

National public entity responsible for the preparation and submission of irregularities reports

The NFP shall be responsible for the preparation and submission of irregularities reports. The roles and responsibilities are stipulated in the Regulation, in particular Article 11.3 thereof. NFP acts also as a Programme operator for the EEA Financial Mechanism Programme 2009-2014 and Norwegian Financial mechanism programme 2009-2014.

Monitoring Committee

The Monitoring Committee shall be established within six months of the signing of the Memorandum of Understanding. Its role is stipulated in the Regulation, in particular Article 4.4 thereof. The Monitoring Committee has been established by the decision of the Government at its 159th regular session on 17 November 2011.

Strategic Report and annual programme reports

In accordance with Article 2.2 of the Regulation, the NFP shall annually submit to the FMC a Strategic Report on the implementation of the EEA Financial Mechanism 2009-2014 in the Beneficiary State. The Parties shall endeavour to hold the annual meeting in the first quarter of every year.

Meetings held

19 September 2011: Extraordinary Annual Meeting of the EEA Financial Mechanism & the Norwegian Financial Mechanism 2009-2014 (Change of MoU, Annex A). The proposed changes have been approved by all parties and later executed with the exchange of letters in November 2011. Addendums of Annex A reflect the organizational changes that have taken place at the NFP: the State Secretary of the GOSP was replaced by the Head of European Territorial Cooperation Department and the Minister for Local Self-government and Regional Policy was replaced by the State Secretary, acting as Head of GOSP. The organigrams in Annex A were amended accordingly. Due to changes of the Government in February 2012, these organizational changes are not valid anymore and will be notified to the FMO as soon as the new organization will be adopted by the new Government.

Time schedule of activities at national level

- February 2012: working meeting at the FMO was held between NFP, PO and relevant line ministries that were involved in preparation of programme proposal and representative of FMO on the other hand. NFP will submit the description of national control systems to FMO at latest on 20 May 2012. Description of national control systems will be submitted to the Audit Authority one month prior to submission to FMO.
- Audit Authority will submit an Audit plan for 2009-2014 grants in January 2012. NFP will present the plan during the Annual meeting on 29 February 2012.
- No meetings of the Monitoring Committee have been organized yet. The change of Government in February 2012 requires the change of the Monitoring committee members, which are nominated at the level of State Secretaries, which have been replaced by the new government. The NFP will

submit request for nomination of Monitoring Committee members from the line ministries, which will be approved by the Government of the Republic of Slovenia.

5 STATUS OF DPP INVOLVEMENT

SI05 Norwegian Financial Mechanism Programme

The NIPH is involved in development and carrying out of the programme proposal as an advisor to the programme operator assisting in defining the problem, setting up aims, discussing indicators, baselines and sources of verification, possibility for pre-defined projects, and procedures for open calls, risk management, budgetary issues and also advising on potential activities to strengthen bilateral cooperation and making good use of the funds allocated for bilateral relations. The programme was also discussed with the DPP during the visit of the Minister of Health of Slovenia to Norway as well as at the meetings between DPP and PO in Slovenia in addition to regular correspondence via e-post.

- The Donor programme partner has been appointed with signature of MoU: the Norwegian Institute of Public Health (Folkehelseinstituttet, FHI). The first written contact between PO and DPP has been established on 5 August 2011.
- On 3rd October 2011 the template for a programme proposal and division of responsibilities between different stakeholders has been submitted to DPP. The Programme operator asked DPP to submit the proposal for activities of bilateral co-operation at the programme level.
- 13 October 2011: Meeting between DPP, PO and FMO was held in Ljubljana.
- 14 October 2011: Meeting of the working group for the preparation of the programme was held in Ljubljana. At this meeting Co-operation committee was established.
- Programme operator submitted programme draft and pre-defined project draft for comments to DPP. Comments have been received and incorporated into the final document which was submitted to the FMO.
- The Ministry of Health proposed that the donor project partner for the pre-defined project of the National institute of Public Health of RS would be DPP.

SI02 EEA Financial Mechanism Programme

Meeting was held between 5th and 6th December 2011 in Honefoss with representative of Norwegian Mapping Authority on finalising the pre-defined project proposal "Environmental Monitoring and Integrated Planning and Control" with project partners from donor countries.

The meeting secured that:

- 1.) Letters of interest were prepared, discussed and signed
- 2.) Partnership agreement was prepared, discussed and had to be coordinated and some additional information had to be supplemented.

SI04 EEA/Norway Grants Scholarship Programme

Partner organisations from the Donor States will be consulted throughout the preparation and implementation of the EEA/Norway Grants Scholarship Programme Slovenia, members of the DPPs will also participate in the Cooperation Committee. Since there is little institutional cooperation between institutions in Beneficiary State and Donor States the DPPs play an essential role in enabling establishment of contacts between potential partners for institutional cooperation. Basically DPPs will have an informational, consultative and supportive role.

Due to the fact that CMEPIUS is a National agency for Lifelong Learning programme it cooperates with relevant departments of SIU. The DPP from Iceland and Liechtenstein were contacted previously only for informational purposes (when searching for contacts in educational/research sector for Slovene institutions).

CMEPIUS has established contacts with program partners in all three donor states:

- contact details have been obtained,
- all three programme partners receive the Programme document template, and then coordinated comments are being returned to CMEPIUS
- on the 4th October 2011 a representative of the SIU Norway Mrs. Veena Gill visited the PO in Slovenia to give them the feedback on the first draft of the programme document.

6 RISK ASSESSMENT

General risks for the implementation of the EEA Financial Mechanism and the Norwegian Financial Mechanism in Republic of Slovenia

The general risks in implementing the EEA Financial Mechanism and the Norwegian Financial Mechanism are as follows:

- Delays in programming and implementation are possible due to:
 1. The new Government has been formed in February 2012 which would cause reorganization of responsibilities and roles at the NFP (also PO for SI02 and SI05), Ministry of Health and possibly at the Office for equal opportunities. The composition of the Monitoring Committee will be changed.
 2. Severe public financial situation, combined with the change of Government and programming at the same time could postpone some decisions of new Government and possible delay implementation of the programmes. Therefore the PO for SI02 and SI05 would like to emphasise the need for the advance payments for the management costs of the PO as soon as possible. Composition of the new government is also essential for the supplementary budget which will allow the opening of the budget items and launch programs.

Updated information on status of the organizational changes and possible risks related to these changes will be provided at the Annual meeting on 29 February 2012.

Risks identified at programme level

SI05 Norwegian Financial Mechanism Programme

Risks and mitigation plans formulated in the programme draft have been commented by the FMO (e-mail 31 January 2012) and have been discussed at the meeting in Brussels on 2nd February 2012 and later during external appraisal and the Co-operation committee meeting. The members of the Committee meeting are revising the risks and preparing mitigation plans for those risks. Monitoring the risks and mitigation plans will be a regular task of the Co-operation Committee.

SI02 EEA Financial Mechanism Programme

Risks and mitigation plans formulated in the programme draft have been commented by the FMO (e-mail 30 January 2012) and have been discussed at the meeting in Brussels on 2nd February 2012. The members of the working group are revising the risks and preparing mitigation plans for those risks.

SI04 EEA/Norway Grants Scholarship Programme

- Lack of interest from eligible institutions
- Lack of interest from individuals
- Poor implementation / management of awarded projects/activities

7 PUBLICITY AND COMMUNICATION

In order to reach the objectives of the FMs 2009–2014 defined in the Regulation (Article 4.3) and to ensure assistance from the mechanisms is transparent, the NFP developed a Communication Strategy based on the knowledge gained from the previous financial perspective and in accordance with the Information and Publicity Requirements in Annex 4. Due to the fact that the NFP also acts as a PO for both Programmes, the NFP developed only one Communication Strategy required in Article 4.3.4 (a) of the Regulation that will cover both EEA Grants and Norway Grants.

The first draft of the NFP Communication Strategy was sent to the FMO on 24 October 2011. The draft was discussed at the FMO on 25 October 2011 and revision was sent to the FMO on 15 December 2012. The second draft of Communication strategy has been review by the FMO. The FMO sent the comments to the Communication Strategy, including the comments provided by the Norwegian Embassy Hungary, to the Donors for written procedure on 27 January 2012. he NFP received comments to the second draft of the Communication strategy in February 2012.

Main communication activities are presented in tables below.

At national level

Phase 1 (May 2011 – March 2012):

The signing of MoU until the FMO/Donors' approval of Project Programmes and signing of Programme Agreements

ACTIVITY / TOOL	TIMELINE	TARGET GROUPS
<p>Global fund for Decent Work and Tripartite Dialogue</p> <p>1. Launch of open call (Innovation Norway)</p> <p>2. Publishing on web page NFP</p> <p>3. Disseminating open call</p> <p>4. Workshop for potential applicants</p>	<p>1. October 2011</p> <p>2. October 2011</p> <p>3. November 2011 – March 2012</p> <p>4. January 2012</p>	<p>1. All Beneficiary Countries</p> <p>2. Open call published on front page of NFP-GOSP (until end March 2012) and press release sent to media (see press list)</p> <p>3. a) Presentation of call on the session of Economic and Social Council, represented by all eligible applicants (23 members of employers' group, employees' group and government Group). b) E-mail sent to all members with request to further disseminate open call and to express interest for workshop</p> <p>4. Potential applicants</p>
<p>Website</p> <p>1. Preparation of web site (general data of 2004-2009 period, all data of 2009-2014 period – legislation package, MoUs, timeline of activities, announcement of open calls, launch of open</p>	<p>1. November 2011- February 2012</p>	<p>1. Working groups for preparation of programmes, institutions involved in implementation</p>

calls, results of open calls, projects portal etc)		
2. Launch of website: press release	2. March 2012	2. General public, mass media
Promotional material		
1. Leaflets with general information (aims, programmes, priority areas etc.)	1. January 2012	1. General public, media, ministries and government offices, regional and local entities, Programme Operators (NGO fund and Scholarship), Programme Partners, potential Project Promoters
2. Purchase of T-shirts, calendars, ecological bags etc.	2. February 2012	2. Programme partners potential Project Promoters, media (media events)

Phase 2 (March 2012 – December 2012):

The Project Programmes approval until signing contracts

ACTIVITY / TOOL	TIMELINE	TARGET GROUPS
Signing Programme Agreements		
1. Scholarship Programme: event with press conference; mass media (press & TV/Radio)	1. March 2012	1. General public, educational institutions, research bodies, potential partners institutions
2. Norwegian Programme and EEA Programme: big event #1 with press conference; mass media (press & TV/Radio)	2. May 2012	2. General public, ministries and government offices, regional and local entities, Programme Partners, potential Project Promoters
3. NGO Programme: event with press conference; mass media (press & TV/Radio)	3. September 2012	3. General public, umbrella NGO institution, regional and local entities, potential Project Promoters
Publishing open calls		
1. Scholarship Programme:	1. April 2012	1. General public, educational

<p>on website NFP, Programme Operator, Programme Partners, publication of general information of the call on websites of potential beneficiaries</p> <p>2. Norwegian Programme and EEA Programme: on website NFP, mass media (press & TV/Radio)</p> <p>3. NGO Programme: on website NFP, Programme Operator, mass media (press & TV/Radio)</p>	<p>2. June 2012</p> <p>3. September 2012</p>	<p>institutions, research bodies, potential partners institutions</p> <p>2. General public, ministries and government offices, regional and local entities, Programme Partners, potential Project Promoters</p> <p>3. General public, umbrella NGO institution, regional and local entities, potential Project Promoters</p>
<p>Workshops for all 4 programmes</p>	<p>April – December 2012</p>	<p>The same target groups as for publishing open calls</p>
<p>Attendance at fair parks</p>	<p>April – December 2012</p>	<p>The same target groups as for publishing open calls</p>
<p>Announcement of selected projects and signing contracts</p> <p>1. Scholarship Programme</p> <p>2. Norwegian Programme and EEA Programme: big event #2 with press conference; mass media (press & TV/Radio)</p>	<p>1. June 2012</p> <p>2. December 2012</p>	<p>The same target groups as for publishing open calls</p>

Phase 3 (January 2013 – 2017):

Implementation of projects

ACTIVITY / TOOL	TIMELINE	TARGET GROUPS
<i>Workshops for effective and timely implementation</i>	January 2013 – December 2015	Project promoters and beneficiaries of Scholarship Programme
<i>Attendance at fair parks</i>	January 2013 – December 2015	Depending on type of fairs
<i>Attendance at Project Promoters opening and closing ceremonies</i> Events with press conferences; mass media (press & TV/Radio)	January 2013 – December 2015	General public, ministries and government offices, regional and local entities, Programme Partners
<i>Mid-term evaluation of FMs</i> Big event #3 with press conference; mass media (press & TV/Radio)	February 2014	Donors, general public, ministries and government offices, regional and local entities, Programme Partners
<i>Closing Ceremony</i> Big event #4 with press conference; mass media (press & TV/Radio) Publishing brochure with all implemented programmes and projects.	Beginning 2017	Donors, general public, ministries and government offices, regional and local entities, Programme Partners

At the Programme Operators' level

Norwegian and EEA FM Programmes

Due to the fact that the NFP also acts as a Programme Operator for both Programmes, the NFP developed only one Communication Strategy required in Article 4.3.4 (a) of the Regulation, which covers both EEA Grants and Norway Grants. Therefore, all publicity and communication activities for EEA and Norway FM Programmes are identified in the framework of NFP Communication strategy (see tables above).

EEA/Norway Grants Scholarship Programme

A Communication Plan has been submitted with the programme proposal to the FMO. Following activities are foreseen and planned for:

Common Guidelines
<ul style="list-style-type: none">- Guide for applicants The PO will prepare a Guide for Applicants based on the approved programme proposal. The Guide will be available in Slovene and English and will be published on the website of the PO dedicated to the Scholarship programme.- Contact point DPPs have been identified as contact points and contacted already in the preparation of the programme. Immediately after the start of the programme the PO will nominate a contact person and inform all DS contact points accordingly.
Website
<p>The PO will establish a website exclusively devoted to the Scholarship programme in both Slovene and in English. The website will contain contact data and up-to-date information, such as the Programme, Calls, Deadlines, Guide for Applicants and Application forms. The website will include regularly updated overviews of current allocations, also in both the Slovene and English (including contacts for individual projects).</p> <p>Furthermore, the website will present a variety of projects and project outcomes from previous Programme (2004-2009) as good practice cases.</p> <p>The website will be linked to all DPPs websites and other relevant internet sites of the Donor States (LLP national agencies in Donor States, relevant Ministries etc.). We will as well request a link to this web page to be published on the web sites of the DPPs and web sites of the Donor States LLP NAs.</p>
Printed material
<ol style="list-style-type: none">1. The PO will produce one leaflet/brochure to present and advertise the Scholarship programme to the target public. The brochure will be printed in Slovene and English to be also distributed in the Donor States.2. As requested the PO will draw up all requested reports and also a separate final report of the activities of the Scholarship programme for each Call implemented, giving an overview of activities and achieved results. The report shall be written so as to be used to generate further interest in the programme The report shall be presented to and

discussed with the Cooperation Committee prior to publication
Events
<p>Valorisation seminar: after the closure of the projects selected during the first Call in 2012, the PO will organise a so-called valorisation seminar. During the conference we plan to present best practices of projects selected in different Measures and discuss potential improvements for future calls (lessons learned session).</p> <p>Final press event: after the closure of all projects selected in all Calls the PO will prepare a press release with best projects presented, results of all Calls and final statement regarding the Programme implementation. The PO will invite DPPs, FMO and NCP to the press event.</p>

8 INDICATIVE IMPLEMENTATION PLAN FOR THE NEXT PERIOD

See chart below.

Slovenia: TIMELINE ACTIVITIES 2011-2012

	nov.11	dec.11	jan.12	feb.12	mar.12	apr.12	maj.12	jun.12	jul.12	avg.12	sep.12	okt.12	nov.12	dec.12
FMO - Financial Mechanism Office														
PA=Programme Agreement														
Communication Strategy	11/11 submission FMO	Review FMO, final version												
Monitoring Committee	Established 17/11/2011													
Scholarship programme	Preparation of programme and submission draft to the FMO				Appraisal and approval by Donors, signing PA			Preparation Open Call	Open call published	Selection	Implementation			
NGO Programme	Preparation of tender documentation for selection of NGO Programme Operator				FMO review, published OJ	Selection PO and Preparation Programme NGO					Appraisal and approval by Donors, signing PA	Preparation Open Call		
Programmes EEA NOR	Preparation of programmes		Submission drafts to the FMO	Appraisal and approval by Donors, signing PA						Preparation open call		Open call published		Admin. and eligibil. review
Financial management and control system				←→			20 May deadline							
IT solutions				← In line with preparation of documents for implementation →										
Preparation documets for implementation			Procedures and templates for selection of projects, nomination of Selection Committee, guidelines for applicants, guidelines for reporting PP (elibility of expenses and templates)											
PR					Big event no#1; Web page designed and operating	Big event no#1						Workshop for applicants		