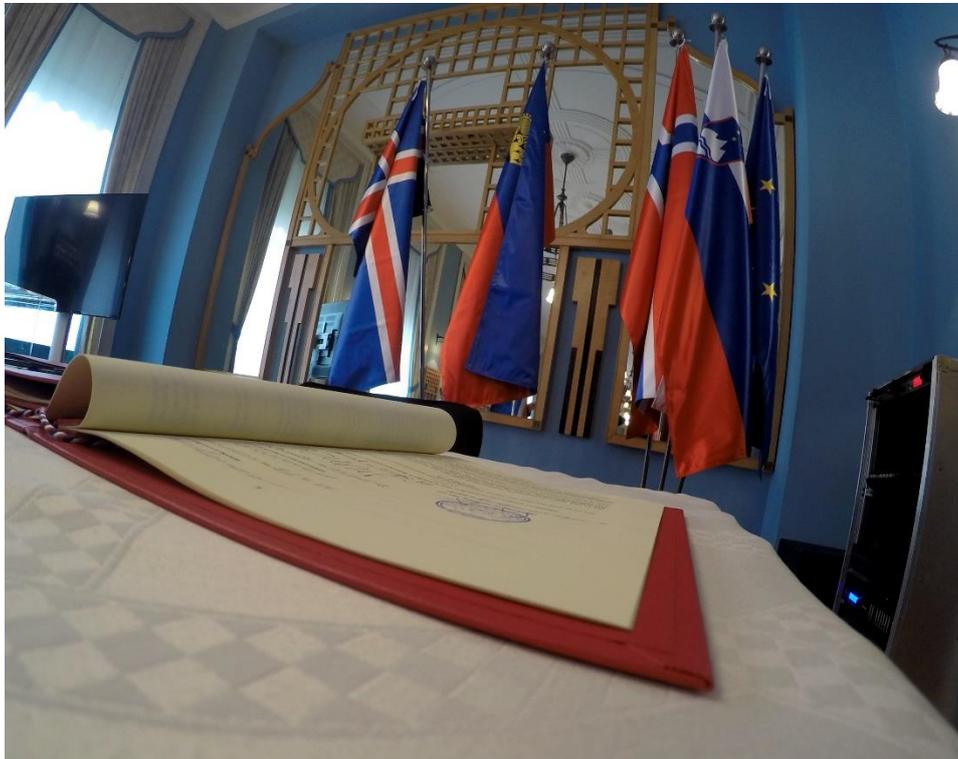




REPUBLIC OF SLOVENIA  
GOVERNMENT OFFICE FOR DEVELOPMENT  
AND EUROPEAN COHESION POLICY

# COMBINED STRATEGIC AND ANNUAL PROGRAMME REPORT ON THE IMPLEMENTATION OF THE EEA FINANCIAL MECHANISM AND NORWEGIAN FINANCIAL MECHANISM 2014–2021 IN SLOVENIA



**Reporting period:** January 2018 – December 2018  
**Prepared by:** National Focal Point  
Government Office for Development and  
European Cohesion Policy

## A. EXECUTIVE SUMMARY

Government Office for Development and European Cohesion Policy was given the task of negotiating the Memorandum of Understanding on behalf of the Republic of Slovenia, and leading the programming process.

We wished to give all stakeholders a voice, and invited relevant ministries and representatives of regions to provide their input to the programming process. The meetings and the workshops held for ministries and regions resulted in reaching an agreement on the content of the programmes, including the indicative allocation of funding to individual programmes. The agreed priority sectors and programme areas are the result of a complex coordination process which took into account the needs, priorities and scope of cooperation underlined by Slovenian stakeholders, and the outcome of negotiation with Donor States which closed in December 2017 and resulted on 18 April 2018 with the signing of the Memorandum of Understanding on the implementation of the EEA Financial Mechanism 2014-2021 and the Memorandum of Understanding on the implementation of the Norwegian Financial Mechanism 2014-2021. These two documents reaffirm our commitment to continue with the well-established cooperation and partnerships with Norway, Iceland and Liechtenstein which was reflected also during the programming process.

The representatives of Donor States contributed their expertise and advice in the development of the Concept Notes and actively participated at public consultation events and bilateral meetings. The cooperation with Donor States will be also strengthened with the activities of the Fund for Bilateral Relations as an instrument for increasing mutual knowledge and understanding between Donor States and Slovenia.

In terms of alignment of interests, the programmes that are outlined in the signed Memorandums, namely **Enhancing Human Capital** (Education programme) and **Climate Change Mitigation and Adaptation** pursue the goals set out in the European and our national strategic documents.

Slovenian Development Strategy 2030 sets out five strategic orientations that support the achievement of the overarching goal of quality of life for all, including learning for and through life and well-preserved natural environment. The two programmes will contribute to delivering strategic orientations and development goals laid down in the strategy.

In 2018, a consortium of CNVOS, Institute PIP and DRPD NM was selected to act as fund operator of **Active Citizens Fund in Slovenia**. In November 2018 e-consultations and stakeholder consultations were organised, helping the fund operator analyse the challenges for civil society in Slovenia and establish a results framework that addresses these challenges.

During the programming process National Focal Point communicated with the public and informed the public about the events and activities through posts on the website and social media.

We believe that our investment in climate change mitigation, renewable energy sources, energy security, education, human capital enhancement and development of 21<sup>st</sup> century skills and competencies, strengthening civil society as well as bilateral sharing of knowledge, good practices and experience in these sectors both among the countries and between the institutions and individuals in the scope of programmes and projects will be the right way forward to a better Europe.

## B. PERFORMANCE

### 1. Programme context

#### Climate Change Mitigation and Adaptation programme

The proposed programme addresses Slovenia's challenges and specific needs in relation to climate change mitigation and adaptation, it supports Slovenia's transition to a low-carbon society as defined by the Slovenian Development Strategy 2030. The programme activities take into account the gaps in climate change related policies and at the same time build on complementarity with existing ESI funds and achieved results under the FM09-014 SI002 and the FM09-014 SI005 programmes. Following the special concerns of the Memorandum of Understanding (hereinafter MoU), each outcome is designed so that it addresses the specific challenges of climate change through a combination of soft, pilot/demonstration actions and good-governance measures.

The programme comprises four outcomes:

- increased renewable energy production,
- enhanced sustainable mobility management,
- increased application of circular economy principles,
- improved management of ecosystems under climate change pressure,

and covers three programme areas:

- PA 12: Renewable Energy, Energy Efficiency, Energy Security,
- PA 13: Climate Change Mitigation and Adaptation,
- PA 16: Good Governance, Accountable Institutions, Transparency.

During the preparation of the MoU National Focal Point consulted with the relevant ministries and representative organisations of regional development agencies (RDAs) to express their interest in cooperation and topics. A workshop was organised in 2017 where potential topics were discussed.

A public consultation event for the preparation of the Concept Note was carried out in cooperation with the Financial Mechanism Office (hereinafter FMO) and the Donor Programme Partner (hereinafter DPP) – *Norwegian Environment Agency* on 5 July 2018 in Ljubljana. Programme Operator invited 36 institutions from public, private and civil society sector to participate in the consultation. A short discussion paper summarising the findings of the process to date was sent out beforehand with the invitation. 34 participants, namely representatives of business associations, educational and research institutions, ministries and relevant government bodies, regional development agencies, NGOs and associations of municipalities, attended the public consultation event. The findings of the consultation were further discussed with the FMO and DPP. Key ministries were asked for additional clarifications where needed. The Concept Note was prepared on the basis of the gathered inputs and sent to Donor States by National Focal Point on 28 March 2019.

## **Education, Scholarships, Apprenticeships and Youth Entrepreneurship programme**

### **- Education programme**

The objective of the Education programme (short title) is to enhance human capital and the knowledge base. The programme will primarily address the challenges and needs related to developing the knowledge and skills for a high quality of life and work, the objective set by the Slovenian Development Strategy 2030. An effective and high-quality education system designed to prepare individuals for successful work and life and participation in society is the basic condition for a competitive economy and social wellbeing. Currently there are structural discrepancies between the workforce supply and demand, which results from the gaps between the acquired knowledge and skills and the various needs of employers. The transition from education to work is also more challenging due to a poor connection with the labour market during education, especially in general secondary and tertiary education, while re-introduction of apprenticeships in vocational education is underway.

Through institutional cooperation between education stakeholders in Slovenia and Norway the projects will contribute to establishing a safe, creative, open, interactive, innovative and encouraging learning environment and modernising teaching and learning approaches.

Mobility and institutional cooperation with Donor States will contribute to strengthening internationalisation and increasing the quality of educational systems in Slovenia. The main long-term goal is to empower Slovenian educational institutions in integrating the results of international engagement into regular practices, and to strengthen institutional and professional development, quality of education and intercultural awareness and European citizenship.

The programme comprises six outcomes:

- improved institutional cooperation at all levels of formal and informal education, focusing on skills and competencies for work and life in the 21<sup>st</sup> century,
- improved skills and competencies of students and staff involved in mobility and institutional cooperation between Slovenia and Donor States,
- improved support environment for disadvantaged groups,
- improved work-life balance,
- improved skills for good governance and cooperation in the provision of child victim services,
- enhanced collaboration between Slovenian and Donor State institutions involved in the programme,

and covers three programme areas:

- PA 3, Education, Scholarships, Apprenticeships and Youth Entrepreneurship,
- PA 4 Work-Life Balance,
- PA 16 Good Governance, Accountable Institutions, Transparency.

During the preparation of the MoU National Focal Point consulted with the relevant ministries and representative organisation of the regional development agencies (RDAs) on their cooperation needs, interests and topics. A workshop was organised in 2017 where potential needs and topics were discussed.

A public consultation event for the preparation of the Concept note was carried out in cooperation with the FMO and the Norwegian Agency for International Cooperation and Quality Enhancement in Higher Education (Diku) acting as DPP on 4 July 2018 in Ljubljana. Programme Operator invited 47 institutions from public, private and civil society sector to participate in the consultation. Beforehand, a short discussion paper summarising the findings of the process to date was sent out with the invitation. 43 participants, namely representatives of educational and research institutions, ministries, CSOs, regional development agencies, association of municipalities attended the public consultation event. The findings of the consultation were further discussed with the FMO and DPP. Key ministries were asked for additional clarifications where needed. On the basis of the gathered inputs the first draft of the Concept Note was prepared.

The final version of the programme Concept Note will be submitted to the NFP in April 2019.

### **Active Citizens Fund**

In 2018, a consortium of CNVOS, Institute PIP and DRPD NM was selected to act as fund operator of Active Citizens Fund in Slovenia. In November 2018 e-consultations and stakeholder consultations were organised, helping the fund operator analyse the challenges for civil society in Slovenia and establish a results framework that addresses these challenges. On 29 December 2018 a stakeholder consultation was organised in Ljubljana with the purpose of joining civil society stakeholders in Slovenia to:

- introduce the Active Citizens Fund in Slovenia under the EEA Grants funded by Norway, Iceland and Liechtenstein,
- discuss the main challenges in civil society in Slovenia relevant to the programme and how to address these challenges through the Fund.

The stakeholder consultation was jointly organised by the FMO and the Fund Operator for the Active Citizens Fund in Slovenia, a consortium of the CNVOS, Institute PIP and DRPD NM.

Altogether 36 organisations participated at the meeting. The majority were civil society stakeholders representing a variety of topics such as community development, environmental protection, youth, domestic violence, human rights, watchdog and advocacy, among them also network and umbrella organisations.

To address the identified needs and challenges in Slovenia and achieve the Active Citizens Fund objective, the programme will seek to:

- address the funding gaps and provide targeted financing to CSOs working in under-served geographic areas,
- improve the financial sustainability of NGOs, especially those working in the fields of democracy and human rights by improving their ability to fundraise and diversify income sources,
- encourage the development of innovative capacity building methods to improve transparent and accountable management/governance procedures as well as skills in monitoring and evaluation, fundraising and evidence-based advocacy,
- support innovative methods for civic engagement, including new approaches to empower vulnerable groups,
- encourage youth inclusion across all priorities by encouraging CSOs to engage youth workers and volunteers in their activities and to focus their projects on young people where such actions have the most impact.

The programme comprises four outcomes:

- strengthened civil society watchdog/advocacy role,
- increased support for human rights,
- vulnerable groups empowered,
- enhanced capacity and sustainability of civil society.

The outputs and indicators emphasise the most pressing needs, given the limited funding.

The Active Citizens Fund is in its programming period. The first call for proposals is foreseen to be published in September 2019.

## 2. Results

### Outcome 1: /

Description and analysis of results  [applicable from the second APR submitted]

### Outcome 2, 3, etc.: /

#### Bilateral outcome

#### Climate Change Mitigation and Adaptation programme

Bilateral cooperation with Donor States is an inherent component of the entire programme and shall be addressed in projects contributing to all programme outcomes. Project partners in Donor States will cooperate in the sharing of expertise, policy solutions and support schemes, good practices, successful governance models, as well as through exchange visits, trainings and conferences.

Bilateral cooperation will be strengthened through institutional cooperation under all outcomes. Within Outcome 1, strong expertise support and exchange of professional staff in charge of geothermal renewable energy from Donor States is vital for successful promotion of geothermal potential in Slovenia. The engagement of Norway and other donor partners in the transfer of best practices and governance models in sustainable mobility management (Outcome 2) and in the management of ecosystems under climate change pressure (Outcome 4) will be beneficial for Slovenian actors coping with the challenges of climate change measures in traffic and biodiversity. Joint transnational learning in introducing circular economy (Outcome 3) measures shall add value to the programme and also to Donor State organisations.

The roles and responsibilities of the DPP, the Norwegian Environment Agency, in the preparation and implementation phase are defined in the Rules of Procedures of the Cooperation Committee.

The DPP has contributed with expertise and advice in the development of the Concept Note and through active participation at a public consultation event and bilateral meetings. In the implementation phase, the DPP will support potential beneficiaries by offering advice regarding potential project partners in Donor States and through the organisation of joint events offering the opportunity for networking and transfer of good practices to beneficiaries and other stakeholders. The DPP will be invited to participate in the selection process and will have a non-voting role in the body responsible for taking the decision on project selection.

The programme intends to use funds allocated to the programme as per the MoU for the following bilateral activities:

- preparatory visits aiming at project development,
- exchange of experts in respect to renewable energy, in particular geothermal energy,
- joint thematic events for circular economy,
- other joint events, such as conferences and group study visits addressing the needs, challenges and solutions addressed by the programme. These will be organised in cooperation with the DPP and may include interim events or a wrap up event presenting the results of bilateral cooperation and potential for further cooperation.

If the funds allocated under the MoU are not sufficient to cover the abovementioned bilateral activities the Programme Operator will request the Joint Committee for the Bilateral Funds to provide additional funding for bilateral actions under the Bilateral Fund.

Any further needs will be discussed with the DPP and coordinated with the National Focal Point responsible for the Fund for Bilateral Relations to be included in respective implementation programmes.

Some bilateral activities have already been implemented in 2018, namely on 29 November 2018 the DPP (NEA) organised a kick-off event in Oslo where the PO seized the opportunity to gather contacts from Norwegian entities interested in becoming project partners with Project promoters from Slovenia. The Programme Operator plans to share the abovementioned contacts with Project Promoters from Slovenia on matchmaking event before publishing a public call for proposals.

### **Education programme**

The Education programme will cooperate with two DPPs:

- the Norwegian Agency for International Cooperation and Quality Enhancement in Higher Education (DIKU), and
- the National Agency for International Education Affairs (AIBA).

The roles and responsibilities of DPPs in the preparation and implementation phase are defined in the Rules of Procedures of the Cooperation Committee. DPPs already contributed their expertise and advice in the development of the Concept Note and actively participated at a public consultation event and bilateral meetings. In the implementation phase, the DPPs will support potential beneficiaries by offering advice on potential project partners and by organising joint events offering the opportunity for networking and the transfer of good practices to beneficiaries and wider stakeholders. During the project selection phase, both DPPs will be invited to participate in the selection process.

The programme intends to use funding available under the Fund for Bilateral Relations. EUR 100,000 of the Fund for Bilateral Relations funding has already been allocated to the programme. This does not prevent the Joint Committee for Bilateral Funds from allocating additional funds to the programme if needed.

The priorities for the allocation are:

- preparatory visits aiming at project development (this activity is to be carried out by CMEPIUS), enabling the applicant institutions to establish good and strong partnerships and to discuss the content of future projects in person,

- exchange of experience and practices in setting up of the systems and measures to address NEET (mapping, tracking, measures), joint thematic events, such as conferences, group study visits addressing the needs, challenges and solutions addressed by the programme. These will be organised in coordination with DPPs and may include interim events or wrap up event presenting the results of bilateral cooperation and the potential for further cooperation.

Some bilateral activities have already been implemented in 2018:

- March 2018; Bodo, Norway: 1<sup>st</sup> PO and DPP meeting under the new period 2014-2021 and attendance at an international conference on the internationalization of higher education in Norway,
- July 2018; Ljubljana, Slovenia: 1<sup>st</sup> Cooperation Committee meeting,
- September 2018: Workshop and PO/DPP meeting in Liechtenstein,
- November 2018; Trondheim: a two-day conference "Competence for the 21<sup>st</sup> Century" attended by a 10-member delegation from Slovenia.

### *Pre-defined projects*

It is foreseen that within a programme one pre-defined project will be implemented. The PDP relates to PA 16: Good Governance, Accountable Institutions, Transparency. The project is expected to adapt the good practice of the Barnahus model to the Slovenian context and establish its operation at one pilot location that will be staffed and equipped according to standards. Significant attention will be given to training professionals from different institutions involved in the procedures and work with child victims (police, health, justice, social care).

## **3. Implementation**

### *Financial status /*

#### *Progress by the Joint Committee on Bilateral Funds*

The Fund for Bilateral Relations is an instrument focusing on strengthening cooperation and increasing mutual knowledge and understanding between Donor States and the Beneficiary State. The purpose of the Fund for Bilateral Relations is to financially support a wide range of activities that have a clear bilateral profile and contribute to strengthening bilateral relations. The majority of the funding available under the Fund for Bilateral Relations is expected to be allocated to programmes and to be managed by the Programme Operator. However, a segment of the funding will be made available to initiatives beyond the scope of the programmes agreed in the MoU on the implementation of the EEA Financial Mechanism and the MoU on the implementation of the Norwegian Financial Mechanism.

The MoU on the implementation of the EEA Financial Mechanism and the MoU on the implementation of the Norwegian Financial Mechanism mainly focus on i/ Education, Scholarship, Apprenticeship and Youth Entrepreneurship, and ii/ Climate change Mitigation and Adaptation. Within these two focus areas two programmes will be implemented: i/ Enhancing Human Capital, and ii/ Climate Change Mitigation and Adaptation. Bilateral cooperation with Donor States is an essential component of both programmes and will be addressed at programme level through co-operation with the Donor Programme Partners (hereinafter: DPPs) and at project level through co-operation with project partners from Donor States.

Within the MoU on the implementation of the EEA Financial Mechanism and the MoU on the implementation of the Norwegian Financial Mechanism EUR 100,000 has been earmarked for bilateral activities of the Education programme and EUR 100,000 for bilateral activities of the Climate Change Mitigation and adaptation programme. In the future additional funding from the Fund for Bilateral Relations will be requested for these programmes.

As already mentioned above, some funds will be made available for initiatives beyond the scope of the programmes. Several areas of potential cooperation with Donor States and concrete events with bilateral component have already been identified, namely:

- organization of bi-annual consultations and expert events on the topic of women, peace and security (20 years of the UN SC Resolution 1325),
- organization of a conference on adaptation to extreme weather and climate events,
- consultations and expert events on modalities of funding for development,
- research on equal opportunities in national diplomacies.

These initiatives have already been included in the Bilateral Fund Work Plan.

Due to the size of the Fund for Bilateral Relations and not so good experience with open calls in this area in the previous period, the most effective and strategic use of the funds is to identify a few pre-defined activities. Calls for proposals are currently not foreseen.

Following the signature of the MoUs the National Focal Point organized a meeting to discuss the next steps regarding the Fund for Bilateral Relations. The meeting was organized immediately after the signature of the MoUs.

National Focal Point requested the Ministry of Foreign Affairs of the Republic of Slovenia to provide the name of the Slovenian member of JCBF. FMO provided the names of JCBF members from Donor States. The proposal of the composition, role and functioning of JCBF was submitted by National Focal Point to FMO. Following the submission of the proposal regarding JCBF, FMO prepared the Bilateral Fund Agreement, which was signed on 13 September 2018.

At JCBF meetings its members discuss matters of bilateral interest, identify bilateral initiatives, review the overall progress towards reaching the objective of strengthened bilateral relations, allocate bilateral funds to programmes and adopt the Work Plan for the Fund for Bilateral Relations. Implementation of the Work Plan may start once it has been adopted by JCBF. The Work Plan will be amended as needed to better address emerging bilateral initiatives.

The first formal meeting of the JCBF was held on 10 April 2019. The initiative "Consultations and expert event on modalities of financing for development" will be carried out within the next 12 months. All other proposed activities will be carried out in the following years.

## *Conformity with specific requirements /*

### *Management and control system*

Description of the management and control system is being revised by the Audit Authority.

## **C. LEARNING**

### **1. Monitoring /**

### **2. Evaluation** (II) [applicable from the first APR after the evaluation was carried out]

### **3. Lessons learned**

As the programming process in drawing to a close we find that the whole process could have been shorter. Our programming process comprised of two phases, namely consultations, workshops with ministries and regions as well as public consultations for the Concept Note.

We find that the programming process would have been shorter if we combined the two phases which would in turn also ensure transparency and involvement of all the relevant decision-making and implementing actors.

## **D. WORK PLAN**

### **Climate Change Mitigation and Adaptation programme**

1<sup>st</sup> quarter of 2019:

- submission of the Concept Note
- testing of the Electronic Management System (eMS)

2<sup>nd</sup> quarter of 2019:

- preparation of the Description of Control and Management System for the programme
- collecting additional information in the preparation process of the programme agreement

3<sup>rd</sup> quarter of 2019:

- submission of the Description of Control and Management System for the programme to National Focal Point
- preparation of the open call documentation
- signature of Programme Implementation Agreement with National Focal Point
- lunch event of the programmes in Slovenia
- Cooperation Committee meeting

4<sup>th</sup> quarter of 2019:

- preparation of the call for proposals
- preparation of state aid schemes and submission of the schemes to the Ministry of Finance for notification under the GBER

### ***Education programme***

1<sup>st</sup> quarter of 2019:

- submission of the Concept Note to Donor States by National Focal Point
- testing of the Electronic Management System (eMS) for EEA and NOR FM in Slovenia

2<sup>nd</sup> quarter of 2019:

- gathering additional information in the preparation process of the Programme Agreement
- preparation of the Description of the Management and Control System at programme level

3<sup>rd</sup> quarter of 2019:

- signature of the Programme Implementation Agreement
- signature of the Agreement with small grant scheme operator
- submission of the Description of the Management and Control System at programme level to National Focal Point
- launch event for programmes in Slovenia
- Cooperation Committee meeting
- preparation of the call for proposal

4<sup>th</sup> quarter of 2019:

- preparation of the call for proposals

### **Active Citizens Fund**

1<sup>st</sup> quarter of 2019:

- programming period (finalisation of the programme concept note, supplementary information related to the management of the programme, implementation plan)

2<sup>nd</sup> quarter of 2019:

- programming period (finalisation of the programme concept note, supplementary information related to the management of the programme, implementation plan)
- signature of Programme Implementation Agreement
- Preparation of the Description of the Management and Control System and the first call for proposals

3<sup>rd</sup> quarter of 2019:

- preparation of the Description of the Management and Control System and the first call for proposals
- launch event and publication of the first call for proposals

4<sup>th</sup> quarter of 2019:

- info session, project development workshops and other capacity building activities
- deadline for applications
- evaluation of applications

## National Focal Point

### 1<sup>st</sup> quarter of 2019:

- preparation of relevant national documents for implementing the period 2014-2021 (national regulation, rules of procedures, etc.)
- testing the Electronic Management System (eMS)

### 2<sup>nd</sup> quarter of 2019:

- preparation of relevant national documents for implementing the period 2014-2021 (national regulation, rules of procedures, etc.)
- Joint Committee for Bilateral Fund meeting
- annual meeting with the Donors

### 3<sup>rd</sup> quarter of 2019:

- signature of Programme Implementation Agreements
- preparations for the launch event of the programmes carried out in Slovenia
- monitoring of programme implementation

### 4<sup>th</sup> quarter of 2019:

- launch event of NFP and programmes carried out in Slovenia
- monitoring of programme implementation
- promotional activities

## E. ANNEXES

1. Updated results (indicator achievements)
2. Communication
3. Overview of contracted projects
4. Risk management
5. Monitoring plan
6. Evaluation plan
7. Evaluation report
8. Technical assistance report

Annex 1: Updated results (indicator achievements)

	Expected programme results	Indicators	Baseline values	Achievements previously reported	Achievements until end December 20xx	Target values
	Programme objective					
<b>Outcome 1</b>						
<b>Output 1.1</b>						
<b>Output 1.x</b>						
<b>Outcome 2</b>						
<b>Output 2.1</b>						
<b>Output 2.x</b>						
<b>Outcome N</b>						
<b>Bilateral outcome</b>						
<b>Bilateral output 1</b>						
<b>Bilateral output x</b>						

## Annex 2: Communication summary

### a) Visibility of the Grants and the Donors

The signing of the MoU on the implementation of the Norwegian Financial Mechanism and the MoU on the implementation of the EEA Financial Mechanism in April 2018 was an important milestone for the implementation of the EEA and Norway Grants in Slovenia. This occasion was marked by a [signing ceremony/event](#). The Memorandums were signed by Mr Audin Halvorsen, State Secretary at the Ministry of Foreign Affairs of the Kingdom of Norway, and Ms Alenka Smerkolj, Minister without portfolio responsible for Development, Strategic Projects and Cohesion.

After the MoU signature, National Focal Point prepared a Communication Strategy and submitted it on 17 October 2018 before the end of the deadline. The Communication Strategy was implemented as planned for 2018. The following indicators were reviewed in evaluating the achievement of communication objectives:

Communication objective		Indicator	Unit of Measurement	Initial Value	Value at the end of 2018	Target value at the end of period	Source	Frequency of reporting	Methodology
Specific objective	Inform (potential) beneficiaries / communicate the possibilities to use the EEA and Norway Grants and inform target audiences of the results, benefits and impact of the EEA and Norway Grants, its programmes and projects	Number of factsheets	Number	0	1	3	NFP	annually	Cumulative number of created information leaflets
		Other information materials (e.g. brochures, etc.)	Number	0	0	1	NFP	annually	Cumulative number of created other information materials
		Events performed	Number	0	1	3	NFP	annually	Cumulative number of events performed

Among media articles collected every day through the media clipping system at the level of the Government Office for Development and European Cohesion Policy, there were a few articles covering the Slovenian government taking note of the upcoming MoU signature, the MoU signature and Barnahus/Children's House in Slovenia (a foreseen predefined project within the Education Programme).

A Factsheet providing basic information on the EEA and Norway Grants and the relevant programmes implemented in Slovenia was prepared and published on the [website](#).

As an observer, National Focal Point attended several events at programme level (stakeholder consultations for Education programme, Climate Change Mitigation and Adaptation programme, Active Citizens Fund, launch event of the Social Dialogue – Decent Work programme) and informed the public about them on the website and through social media.

The PO Communication Network was established in the beginning of January 2019. All Programme and Fund Operators based in Slovenia are included in the Communication Network. Social Dialogue – Decent Work Programme Operator (Innovation Norway) was also invited to share information on the implementation of the programme, projects and activities to be communicated on the national website and social media.

## b) Website and social media

In the previous year, the [national EEA and Norway website](#) was updated and adjusted to the new period, a review of public calls for proposals was added and archive pages for the past two implementation periods were created. Public procurement procedures were also carried out in order to ensure the maintenance of the website by the external contractor. As of March 2018, [Instagram profile](#) was established. Instagram is a simple, user-friendly visual app that engages younger generations. We have thus been sharing interesting photos and videos to reach younger generations in a less formal way. We continued to actively publish various articles, news and notifications on the website, Facebook and since spring also Instagram. Web and social media performance in 2018 was as follows, taking into account that the majority of the statistics is being tracked since 2018:

	Indicator	Baseline	End of 2018	Aim at the end of period	Frequency of monitoring	Source/ methodology
Website	Total traffic	2.400 (2018)	3.902	+10%	annually	Google Analytics <sup>a</sup>
	Referrals to the website from all social media channels	125 (2018)	277	+5%	annually	Google Analytics
Facebook	Number of page likes	1137 (2017)	1.206	+5%	annually	Facebook Insights Facebook Analytics
	Number of post engagements (total number of clicks, likes, comments and shares)	4547 (2017)	1.435	+5%	annually	Facebook Insights Facebook Analytics
	Number of referrals to the web	125 (2018)	273	+10%	annually	Google Analytics
Instagram <sup>b</sup>	Number of followers	96 (2018)	126	+10%	annually	Instagram Insights

## c) Best practice examples

Since the EEA and Norway Grants in Slovenia are still in the programming period and the Programme Agreements have not yet been signed, there are no examples of interesting projects to be relevant for communication purposes.

## d) Multimedia

In January a video was made to promote all projects with Project Promoters or Project Partners from Ljubljana which were funded in the previous period 2009–2014. The video was published on Facebook with the invitation to motivate our followers and general public to follow our website and social media for future activities and events in the period 2014–2021.

Link: [Video on Facebook](#)

<sup>a</sup> Google Analytics available since spring 2018.

<sup>b</sup> Instagram account launched in April 2018.

**Annex 3: Overview of contracted projects**

	<b>Projects</b>	<b>#</b>	<b># of donor project partners</b>	<b>Amount contracted<sup>c</sup> (in €)</b>	<b>% of outcome budget contracted</b>
Outcome 1	Pre-defined				
	Contracted through open calls				
	Contracted through small grant schemes				
	Total outcome 1				
Outcome 2	Pre-defined				
	Contracted through open calls				
	Contracted through small grant schemes				
	Total outcome 2				
Programme	Total				

<sup>c</sup> The total maximum amount committed to projects

Annex 4: Risk management

Programmatic risks									
Risk description	Risk related to	<a href="#">Likelihood</a>	<a href="#">Consequence</a>	Risk score	Response type	Description of planned response	Description of actual response	Comments	Risk N/A?
									delete
									delete
									delete
+									
+									
Operational risks									
Risk description	Risk related to	<a href="#">Likelihood</a>	<a href="#">Consequence</a>	Risk score	Response type	Description of planned response	Description of actual response	Comments	Risk N/A?
									delete
									delete
									delete
+									
+									
<b>OVERALL RISK OF THE PROGRAMME</b>									
		<a href="#">Likelihood</a>	<a href="#">Consequence</a>	Risk score					

## Annex 5: Technical assistance report

### Overview of main activities

Slovenia is eligible to Technical Assistance funds for the implementation of both financial mechanisms at national level. The purpose of the Technical Assistance programme is to contribute to covering management cost of the National Focal Point, the Certifying Authority, the Audit Authority and the Irregularities Authority related to the implementation of the EEA and the Norwegian Financial Mechanism.

Technical Assistance is being operated by the Government Office for Development and European Cohesion Policy.

#### National Focal Point:

In 2018, the following activities were performed and covered by Technical Assistance funds:

- participation at the communication workshop for National Focal Point (Brussels, January 2018)
- evaluation of programmes financed by the EEA FM and NOR FM 2009-2014 (part of the payment)
- promotional material
- labour costs

In 2018, the following activities were performed but not yet covered by Technical Assistance funds:

- organisation of the signature of the MoU of the Norwegian Financial Mechanism 2014-2021 and MoU on the implementation of the EEA Financial Mechanism 2014-2021
- external support for the preparation of the Concept notes
- public consultation event for the preparation of the Concept Notes
- new contract (period 2014-2021) for the webpage [norwaygrants.si](http://norwaygrants.si)
- labour costs

#### Audit Authority

In 2018, the following activities were performed and covered by Technical Assistance funds:

- labour costs
- workshop for Audit Authority and Certifying Authority FMs 2019-2014 and 2014-2021 (Athens, June 2018)

In 2018, the following activities were performed but not yet covered by Technical Assistance funds:

- Final Audit Report for the programmes of the Norwegian FM and the EEA FM for the financial period 2009-2014
- labour costs

#### Certifying Authority

In 2018, the following activities were performed and covered by Technical Assistance funds

- certification of all requests submitted to the Certifying Authority
- workshop for Audit Authority and Certifying Authority FMs 2019-2014 and 2014-2021 (Athens, June 2018)
- labour costs

#### Irregularities Authority

In 2018, the following activities were performed but not yet covered by Technical Assistance funds:

- labour costs

## Budget overview

Annex 7 Technical Assistance EEA and Norwegian Financial Mechanisms 2014-2021						
<b>BUDGET FOR THE WHOLE IMPLEMENTATION PERIOD (in euro)</b>						
					Beneficiary State:	Slovenia
Description	National Focal Point	Certifying Authority	Audit Authority	Irregularity Authority	TOTAL	
I. Additional management systems (Article 8.11.2 (a))	185.000	219.000		30.000	434.000	
II. Annual and other meetings with the Donor States (Article 8.11.2 (b))	50.000	15.000	30.000	5.000	100.000	
III. Meetings and conferences to share experience (Article 8.11.2 (c))	50.000	10.000	20.000	5.000	85.000	
IV. Promotional and information activities (Article 8.11.2 (d))	100.000				100.000	
V. Audits (Article 8.11.2 (e))			194.500		194.500	
VI. On-the-spot verifications (Article 8.11.2 (f))	6.000	6.000			12.000	
VII. Reviews and evaluations (Article 8.11.2 (g))	150.000				150.000	
VIII. Implementation of the FM 2009-2014 (Article 8.11.2 (h))			5.500		5.500	
IX. Preparation of the implementation of the FM 2014-2021 (Article 8.11.2 (i))	50.000				50.000	
<b>TOTAL</b>	<b>591.000</b>	<b>250.000</b>	<b>250.000</b>	<b>40.000</b>	<b>1.131.000</b>	

<b>ANNUAL BUDGET (in euro)</b>						
					Beneficiary State:	Slovenia
					Calendar year:	2018
Description	National Focal Point	Certifying Authority	Audit Authority	Irregularity Authority	TOTAL	
I. Additional management systems (Article 8.11.2 (a))	20.000	11.000		2.000	33.000	
II. Annual and other meetings with the Donor States (Article 8.11.2 (b))		3.000			3.000	
III. Meetings and conferences to share experience (Article 8.11.2 (c))	5.000	1.000			6.000	
IV. Promotional and information activities (Article 8.11.2 (d))	10.000				10.000	
V. Audits (Article 8.11.2 (e))			8.500		8.500	
VI. On-the-spot verifications (Article 8.11.2 (f))					0	
VII. Reviews and evaluations (Article 8.11.2 (g))					0	
VIII. Implementation of the FM 2009-2014 (Article 8.11.2 (h))			5.500		5.500	
IX. Preparation of the implementation of the FM 2014-2021 (Article 8.11.2 (i))	50.000				50.000	
<b>TOTAL</b>	<b>85.000</b>	<b>15.000</b>	<b>14.000</b>	<b>2.000</b>	<b>116.000</b>	

The above table shows the planned expenditures. By August 2018 the incurred expenditures amounted to **EUR 84,158**. Expenditures for the preparation of the implementation of the FM 2014-2021 incurred since September 2016. We will report about these expenditures after the approval of Description of the management and control system.

## Procurement

In 2018 the following procurements procedures were conducted: external support for the preparation of the Concept Notes 2014–2021 and public procurement for the maintenance of the website [norwaygrants.si](http://norwaygrants.si). These procurements did not exceeded the national thresholds for procurement.

## Staffing

The following staff was involved in the implementation of the Grants (2018):

<b>Name of National Focal Point</b>				
Government Office for Development and European Cohesion Policy				
Name of staff	Official position	Main tasks	Level of effort (% of working time)	Funded through the Grants (Y/N)
Nina Seljak	Director of European Territorial Cooperation and Financial Mechanism Office (until January 2019)	Head of National Focal Point	20%	N
Mojca Krisch	Head of Financial Mechanisms Division (until March 2019)	National Focal Point, PO	80%	N
Petra Hiršel Horvat	Undersecretary within Financial Mechanisms Division	Contact person of National Focal Point	75%	N
Nataša Babuder Rumpret	Secretary within Financial Mechanisms Division	NFP Fund for Bilateral Relations Officer	100%	N
Maja Humar	Undersecretary within Financial Mechanisms Division	NFP results and Evaluation Officer	100%	N (on maternity leave since October 2018)
Silvija Jakopovič	Undersecretary within Financial Mechanisms Division	PO Coordinator	100%	Y
Jože Petkovšek	Undersecretary within Financial Mechanisms Division	PO Coordinator	100%	Y
Ksenija Fak	Adviser within Financial Mechanisms Division	PO, Contract manager	100%	N
Maja Vodopivec	Senior Adviser within Financial Mechanisms Division	PO, Communicator Officer and Contract manager	100%	Y
Andreja Štravs	Adviser within Financial Mechanisms Division	NFP Communicator Officer	75%	Y
Janja Mlakar	Controller within the Control Division	Controller	100%	Y
Andreja Malik	Controller within the Control Division	Controller	100%	Y
Tatjana Krebelj	Secretary within the Financial Service	Financial Officer	20%	N

<b>Name of Certifying Authority</b>				
Ministry of Finance				
Name of staff	Official position	Main tasks	Level of effort (% of working time)	Funded through the Grants (Y/N)
Robert Šircelj	Certifying Officer	Certifying Officer	60%	Y

<b>Name of Certifying Authority</b> <b>Public Fund of the Republic of Slovenia for Regional Development and Development of Rural areas (April 2018-April 2019)</b>				
Benjamin Vrankar	Head of Finance Division	Head of CA	10%	Y
Katarina Vidmar Nair	Finance Division	CA Coordinator	20%	Y
Matija Arko	Finance Division	Certifying Officer	20%	Y
Tanja Bončina Špelič	Head of Accounting Unit	CA Finance officer	20%	Y
<b>Name of Audit Authority</b> <b>Budget Supervision Office</b>				
Name of staff	Official position	Main tasks	Level of effort (% of working time)	Funded through the Grants (Y/N)
Božidar Hlebec	Auditor	Auditor	10-25%	Y
Valerija Rogelj	Auditor	Auditor	25-50%	Y

<b>Name of Irregularities Authority</b> <b>Ministry of Finance</b>				
Name of staff	Official position	Main tasks	Level of effort (% of working time)	Funded through the Grants (Y/N)
Evelyn Filip	Head of Department for management of EU funds	Head of IA	10%	N
Robert Šircelj	Department for management of EU funds	IA Coordinator	10%	Y

## Annex 6: Evaluation plan

Programme Information				Evaluation Information							
Programme # and title	Sector	Duration (Start/End)	Budget (EUR)	Type of Evaluation	Evaluation Objectives	Timing	Data needs and collection methods	Evaluation Start/End date	Budget (EUR)	Past Evaluations (if any):	Knowledge sharing
Climate Change Mitigation and Adaptation programme		PA has not been signed yet	14,500,000	Formative		Mid-term evaluation in 2023	Reports, interviews		70.000		PO, NFP, PP; published at the webpage of NFP and PO
				Summative		Final evaluation in 2025	Reports, interviews, questionnaires		80.000		PO, NFP, PP, potential PP; published at the webpage of NFP and PO
Education programme		PA has not been signed yet	13,500,000	Formative		Mid-term evaluation in 2023	Reports, interviews, questionnaires		70.000		PO, NFP, PP; published at the webpage of NFP and PO
				Summative		Final evaluation in 2025			80.000		PO, NFP, PP, potential beneficiaries; published at the webpage of NFP and PO
Fund for Bilateral Relations		Start: 13.9. 2018 End: 30.4. 2025	754,000	Summative		Final evaluation in 2025	Reports, interviews, questionnaires		80.000		NFP, Promoters of The Bilateral Fund activities, wider public; published at

											the webpage of NFP and PO