

## ANNUAL PROGRAMME

■ initial version

MEMBER STATE: Romania

FUND: European Integration Fund

RESPONSIBLE AUTHORITY: Ministry of Interior and Administrative Reform

YEAR COVERED: 2008

### 1. GENERAL RULES FOR SELECTION OF PROJECTS TO BE FINANCED UNDER THE PROGRAMME

The Annual Programme shall be published by RIO, as delegated authority, on its web page or the official web page of the Ministry of Interior and Administrative Reform ([www.mira.gov.ro](http://www.mira.gov.ro)).

The calls for proposals are open to national, regional and local authorities, NGOs, as well as international organisations, working on a strictly non-profit basis, with proven experience and expertise in the fields covered, taking into account their respective institutional competencies.

RIO is appointed as **Contracting and Payment Authority (Delegated Authority)**. It is responsible for drafting Annual and Multi-annual Programmes, for the selection of projects within the Annual Programmes, tender procedures, monitoring the implementation of projects and payments.

In order to organise the selection of projects, RIO will publish a Call for proposals on its web page. The call for proposals is the invitation for the potential candidates to present, within a deadline, a proposal for the action which best addresses the pursued objectives and meets the compulsory requirements.

All applications will be examined and evaluated following the criteria mentioned in the call for proposals, ensuring equal chances and transparency. Candidates will be informed in due time on the final decision regarding their proposal and, in case their offer has been rejected, about the reasons which determined that.

The Instructions for the applicants will be published on the internet together with the Call for proposals and will be made also available, on CD format or printed materials, at RIO headquarters. This document is meant to explain the purpose of the Call for proposals, rules regarding the eligibility of applicants and their partners, types of actions, eligible costs and evaluation criteria. Information on filling in the forms, the steps to be taken by the applicants, the evaluation process and the contract clauses will be provided, as well.

The Instructions will establish in detail the objectives and priorities of the call for proposals, and will pay a special attention to the eligibility criteria.

The Instructions must provide the evaluation grid and the application form.

The evaluation grid defines the selection, evaluation and award criteria. The criteria cannot be changed throughout the selection procedure. The criteria have to be explicit, non-discriminating and will bring no prejudice to a fair competition.

Applications will be submitted to RIO headquarters. The deadline for submission will be sufficient, in order to allow the drafting of quality proposals. Within this deadline, the applicants should ask for clarifications in order to fill in the forms and to provide concordance of all applications. The answers with general relevance shall be disseminated to all applicants, through the dedicated web page of RIO.

Prior to the opening session, RIO will establish an evaluation committee, with the approval of the Responsible Authority, consisting of experts in the field of social integration of TCNs and management of EU funds. The number of members of the evaluation committee should allow a

quick and thorough evaluation of the proposals. If the evaluation committee notices ineligible applicants and/or proposals, these have to be informed in the early stage of the selection process. After the final decision is taken, all applicants will be informed, in due time, on the winning proposal and, in case their offer was rejected, about the reasons which determined that.

All publicity and documents within the selection process will be drafted in Romanian language.

RIO is the designated authority to conclude the contracts. The contracts will be granted on the basis of the following criteria:

- the relevance of the projects, in relation with Romania's situation and requirements in the field of social integration of TCNs;
- the cost-effectiveness of the expenditure, in accordance with the number of persons concerned by the projects;
- the experience, expertise and reliability of the applicant organisations and any partner organisation;
- the extent to which the projects complement other action funded by the general budget of EU or as part of national programmes.

## 2. CHANGES IN THE MANAGEMENT AND CONTROL SYSTEMS (if appropriate)

Compared to the situation described in the initial version of the Multi-Annual Programme 2007-2013, currently, the European Funds Service within the General Directorate for European Affairs and International Relations of MIAR is appointed as Responsible Authority to provide communication with the European Commission, rules for implementing the European Integration Fund, and coordination of all measures regarding the programming, implementation, monitoring and evaluation.

The Audit Authority, mentioned in the initial version of Multi-Annual Programme 2007-2013, at section 5.2, namely the General Audit Directorate of the Ministry of Interior and Administrative Reform, was replaced with the Audit Authority attached to the Romanian Court of Accounts. This structure is independent from the other MCS competent authorities (Responsible Authority, Certifying Authority and Contracting and Payment Authority -Delegated Authority).

## 3. ACTIONS TO BE SUPPORTED BY THE PROGRAMME UNDER THE PRIORITIES CHOSEN

### 3.1. Actions implementing Priority 1

#### **Action 1: Effective performance of integration programmes for vulnerable categories of TCNs**

*Purpose and scope of the action:*

Enhancement of the assistance provided to vulnerable categories (women, children, elderly persons and persons with disabilities) of TCNs, both at national and local level.

*Expected grant recipients*

Organizations or bodies within Romania with relevant expertise, in particular, public authorities (national, regional and local), international organizations, NGOs, private or public law companies and academic bodies.

*Justification regarding project(s) implemented directly by the responsible/delegated authority acting as an executing body*

N/A

*Expected quantified results and indicators to be used:*

- At least 100 women benefiting from vocational training courses
- At least 100 children benefiting from educational programmes.
- At least 100 old people benefiting from social and medical services
- At least 15 people with disabilities benefiting from specific social and medical services

The main activities, envisaged under this action, which address the vulnerable categories of TCNs, in particular women, children, old people and people with disabilities – usually persons who stay in Romania for the purpose of the family reunification, should be:

- primary assistance such as vocational training (especially for women);
- social and medical services (old persons and people with disabilities);
- counselling TCNs on the rights and the integration possibilities in Romania;
- facilitation of the access to the services provided by the competent institutions;

#### *Visibility of EC funding*

In all activities, mainly during the training courses, the EU logo and the indication on IF co-financing will be placed on all materials produced such as leaflets, handbooks etc. and the audience will receive such information.

#### *Complementarity with similar actions financed by other EC instruments:*

There is little possibility that the action overlap with specific projects developed under the European Social Fund. However, to eliminate this risk, during the implementation of the Annual Programme, the Delegated Authority and the Responsible Authority shall have regular consultations with the Ministry of Labour, Family and Equality in Chances and the General Directorate for Development of Administrative Capacity, within MIAR, which are the management authorities for ESF. Moreover, to adequately prepare the documentation for the planned calls for proposals and eliminate duplication from the contracting phase, the authorities shall exchange information regarding the awarded/ongoing projects.

To ensure complementarity with the European Refugee Fund, the Responsible Authority shall be involved in the calls for proposals, performed by the Delegated Authority, by designating observers, as well as in monitoring the implementation of the projects. Ensuring a clear distinction between the target groups of the actions supported by the two Funds (third country nationals, on one side, and the categories defined in Decision 573/2007/CE, on another) shall be a main concern.

### **Action 2: Enhancement of capacity building of government structures by overtaking good practices in the field of learning Romanian language and cultural orientation within Romanian society from relevant actors.**

#### *Purpose and scope of the action:*

Enhancement of skills and knowledge of the TCNs, necessary for a better communication and personal development within the Romanian society.

#### *Expected grant recipients*

Organizations or bodies within Romania with relevant expertise, in particular, public authorities (national, regional and local), international organizations, NGOs, private or public law companies and academic bodies.

*Justification regarding project(s) implemented directly by the responsible/delegated authority acting as an executing body*

N/A

#### *Expected quantified results and indicators to be used:*

- At least 100 beneficiaries of the Romanian language courses;
- At least 100 beneficiaries of cultural orientation and introduction sessions.

The target group of the action is represented by the TCNs with legal stay in Romania. The action should be implemented through the development of various training methods, drafting of manuals structured on different levels of knowledge (with audio-video support attached), providing dedicated spaces, regarding the endowment with necessary furniture, equipment and didactic materials.

The cultural orientation should be aimed at offering the participants Romanian and European norms and values, models for behaviour and communication in society, meant to enable the TCNs to better understand the realities of the host society.

Through the cultural orientation programmes, the TCNs will accept the same system of fundamental norms and values as the Romanian population, namely the values stated in the Constitution and laws, knowledge on democracy, human rights, property, freedom of speech, religious tolerance.

#### *Visibility of EC funding*

In all activities, mainly during the training courses and public awareness campaigns, the EU logo and the indication on IF co-financing will be placed on all materials produced such as manuals structured on different levels of knowledge etc.

#### *Complementarity with similar actions financed by other EC instruments:*

For complementarity with ESF and ERF see Action 1.

### 3.2. Actions implementing priority 2

#### **Action 3: Enhancement of the dissemination of information to the TCNs regarding their rights, duties and opportunities of integration in Romania**

##### *Purpose and scope of the action:*

To better address the information on the needs of the TCNs in connection with their integration within the Romanian society, at national level.

##### *Expected grant recipients*

Organizations or bodies within Romania with relevant expertise, research institutes, public authorities (national, regional and local), international organizations, NGOs, private or public law companies and academic bodies.

##### *Justification regarding project(s) implemented directly by the responsible/delegated authority acting as an executing body*

N/A

##### *Expected quantified results and indicators to be used:*

- A guide for TCNs on their rights, obligations and integration opportunities drafted and posted on the official webpage of RIO
- At least 5,000 copies of the guide disseminated to the TCNs legally staying in Romania
- Articles promoting the guide printed in at least 10 national/local media and within the immigrant communities;
- A press conference for the promotion of the guide

#### *Visibility of EC funding*

All the relevant actors will receive information on the IF co-financing and the materials distributed during the seminars will be marked with the EU logo and the specific information. Such information will be printed on the guide on the rights, obligations and opportunities of integration. Within the promotion activities/materials, the information on the IF contribution will be mentioned.

#### *Complementarity with similar actions financed by other EC instruments:*

For complementarity with ESF and ERF see Action 1.

### 3.3. Actions implementing priority 3

#### **Action 4: Development of procedures and evaluation tools in the field of integration of TCNs**

##### *Purpose and scope of the action:*

Elaboration of common standards regarding the services offered for the integration of TCNs and of indicators for evaluation of the integration programmes, at national level.

##### *Expected grant recipients*

Organizations or bodies within Romania with relevant expertise, in particular, public authorities (national, regional and local), international organizations, NGOs, private or public law companies and academic bodies.

##### *Justification regarding project(s) implemented directly by the responsible/delegated authority acting as an executing body*

N/A

##### *Expected quantified results and indicators to be used:*

- A manual with standard procedures and indicators drafted and posted on the official webpage of RIO
- At least 1,000 copies of the manual disseminated to the stakeholders in the field of integration
- A press conference and publicity in the national journals for promoting the manual

The action is addressed to the staff of the relevant actors in the field of integration. The elaboration of the standard procedures and indicators should be performed through consultations and working groups organised in cooperation by the relevant stakeholders.

*Visibility of EC funding*

In all consultation meetings, the EU logo and the indication on IF co-financing will be placed on all materials produced such as leaflets, publicity materials, PR work etc. and the audience will receive such information.

*Complementarity with similar actions financed by other EC instruments:*

For complementarity with ESF and ERF see Action 1.

## **Action 5: Enhancement relevant skills and knowledge with regard to the inter-cultural communication**

*Purpose and scope of the action:*

Providing adequate tools and training in the field of intercultural communication, both at national and local level.

*Expected grant recipients*

Organizations or bodies within Romania with relevant expertise, in particular, public authorities (national, regional and local), international organizations, NGOs, private or public law companies and academic bodies.

*Justification regarding project(s) implemented directly by the responsible/delegated authority acting as an executing body*

N/A

*Expected quantified results and indicators to be used:*

- A training manual on inter-cultural communication drafted and disseminated through the intranet to the RIO territorial structures
- At least 1,000 copies of the manual disseminated to the stakeholders in the field of integration
- At least 100 public servants of the central and local authorities trained in the field of inter-cultural communication

The training should be primarily delivered through seminars and workshops. It should be performed in the Romanian cities registering high numbers of TCNs (at least 5).

The target groups of the activities are the public servants of the central and local authorities with relevant attributions in the field of social integration, such as the MEC and MMFES, local councils and the local NGOs.

*Visibility of EC funding*

In all training activities, the EU logo and the indication on IF co-financing will be placed on all materials produced such as leaflets, publicity materials, PR work etc. and the audience will receive all the necessary information. The drafted manual will be marked with the same information.

*Complementarity with similar actions financed by other EC instruments:*

For complementarity with ESF and ERF see Action 1.

### **General remarks**

For all the actions established in the Annual Programme the Delegated Authority will act as an awarding body. The applicants will support the private co-financing of each project in the amount of 5% of the value of the project and RIO, as the Contracting and Payment Authority should bear the difference of 20% of the national contribution, namely the public co-financing. If the public co-financing is not available at the time of the calls for proposals, the applicants should provide private co-financing in amount of 25%.

The actions will cover the period 2008 – 2009.

#### 4. TECHNICAL ASSISTANCE

##### 4.1 Purpose of the technical assistance

The technical assistance shall support preparatory measures for calls for proposals, management, monitoring, evaluation, information and control measures, as well measures for the reinforcement of the administrative capacity for the implementation of the Fund.

The technical assistance, in amount of EUR 70,000 (established under the threshold of 7% of the total annual co-financing allocated to Romania plus EUR 30,000), will be committed directly by the Romanian Immigration Office, in compliance with the national legislation in the field of public acquisitions.

##### 4.2 Expected quantified results

The procurements financed under the technical assistance will envisage the following results:

- Visibility items – banners, business cards, leaflets, office supplies, posters etc.
- Translation of the documents supporting the implementation of the measures
- Exchange of experience regarding the implementation of the Fund:
  - 1 study visit in a Member State - 5 Romanian experts, 3 working days
  - 1 consultation meeting in Romania – 5 MS experts, 3 working days
- Temporary assignment of experts in drafting the calls for proposals/calls for tenders and the evaluation process
- Technical assistance (1 service contract) for drafting/review of the work procedures for the management and control system
- Publication of the calls for proposals/calls for tenders and results
- Consultation with the potential grant recipient

The Contracting and Payment Authority will ensure the complementarity with the achievements under the other Funds, within the General Programme, and will avoid overlapping of the respective results.

##### 4.3 Visibility of EC funding

In all activities, the EU logo and the indication on IF co-financing will be placed on all materials produced such as tender dossiers, handouts, presentations etc. and the audience will receive such information. Such information will be placed on all materials procured from the resources dedicated to the technical assistance.

#### 5. DRAFT FINANCING PLAN

Annual Programme - Draft Financial Plan

Table 1 - Overview table

<b>Member State: Romania</b>								
<b>Annual programme concerned: 2008</b>								
<b>Fund: European Integration Fund</b>								
	<b>Ref. priority</b>	<b>Ref. specific priority</b>	<b>Community contribution (a)</b>	<b>Public allocation (b)</b>	<b>Private allocation (c)</b>	<b>TOTAL (d)</b>	<b>% EC (e=a/d)</b>	<b>Share of total (f=d/total d)</b>
Action 1	1	5	163,538.40	43,610.24	10,902.56	218,051.20	75.00	<b>21.43%</b>
Action 2	1		192,268.12	51,271.50	12,817.87	256,357.49	75.00	<b>25.19%</b>
Action 3	2		130,388.73	34,770.33	8,692.58	173,851.63	75.00	<b>17.08%</b>
Action 4	3		95,118.93	25,365.05	6,341.26	126,825.24	75.00	<b>12.46%</b>
Action 5	3		129,388.73	34,503.66	8,625.92	172,518.30	75.00	<b>16.95%</b>
Technical assistance	n/a	n/a	70,000.00	0.00	0.00	70,000.00	100.00	<b>6.88%</b>
<b>TOTAL</b>			<b>780,702.90</b>	<b>189,520.77</b>	<b>47,380.19</b>	<b>1,017,603.87</b>	<b>76.72</b>	<b>100.00%</b>

**FOR THE DELEGATED AUTHORITY**

**FOR THE RESPONSIBLE AUTHORITY**

**ROMANIAN IMMIGRATION OFFICE**

**GENERAL DIRECTORATE OF  
EUROPEAN AFFAIRS AND  
INTERNATIONAL RELATIONS**

**GENERAL DIRECTOR**

**GENERAL DIRECTOR**

**Vasile DRĂGOI**

**Corneliu ALEXANDRU**