Standard Summary Project Fiche

1. Basic Information
   1.1 Cris Number: 2003/004-979-01-01
   1.2 Title: Promotion of Integration of Society in Latvia
   1.3 Sector: Political criteria
   1.4 Location: Latvia, all regions, Society Integration Foundation, Secretariat of Minister for Special Assignments for Society Integration Affairs, Ministry of Education and Science, Latvian Language Programme Unit

2. Objectives

   2.1 Overall Objective:

   Promote the understanding and co-operation among people of different origin living in Latvia.

   2.2 Project purpose:

   Latvian language training for non-Latvian speaking population and creating favourable social-economic, cultural and information conditions for ethnic minorities and non-citizens living in Latvia.

   2.3 Accession Partnership and NPAA priority

   Priorities and intermediate objectives of the Accession Partnership - Political criteria: Human rights and Protection of Minorities:

   “Continue to implement further concrete measures for the integration of non-citizens, on the basis of the National Programme ‘The Integration of Society in Latvia’, including language training and information campaigns, and provide the necessary financial support.”

   NPAA priorities -
   SI-005 “Implementation of the Society Integration Programme and promotion of the naturalisation process in Latvia”;
   SI-006 “Ensuring of the possibilities for Latvian language training for non-Latvians”;
   LA 013 “Integration of the socially excluded groups”;

3. Description

   3.1 Background and justification:

   Background

   The goal of integration is to form a democratic, consolidated civil society founded on common basic values, including the loyalty to the state and awareness that each individual’s future and personal well-being is closely tied to the future stability and security of the state. Diverse groups within the society must reach understanding among them and learn to work together in one country.

   In order to support the formation of a democratic civil society on the basis of common values such as democracy, rule of law, and respect for human rights, including the right of representatives of minorities to preserve their identity, the Latvian Government has adopted the National Programme “Integration of Society in Latvia” (hereinafter referred to as the Integration Programme – see Annex 5). The main aim of this programme is to develop a better co-ordination of the existing efforts aimed at integration of society,
such as Latvian language training, naturalisation and reform of education as well as to establish the framework for new initiatives in this area.

The proposed Phare project is aimed at promoting the integration process in Latvia particularly through priority actions for the integration of non-citizens and ethnic minorities described in the Integration Programme. The project is intended to be as a follow-up activity, building upon achievements of previous Phare 2000-2002 projects on society integration measures in Latvia and Latvian language training. The project consists of two components:

- **Component 1:** Support to the National Programme for Latvian Language Training;
- **Component 2:** Implementation of the National programme “Integration of Society in Latvia”.

**Component 1**

The National Programme for Latvian Language Training was substantial background for entire integration process in Latvia. Due to experience and results achieved the Program is well recognised by the Latvian government as well as by international donors. The Program became as important part of the National Programme “Integration of Society”.

Since 1996, the implementation of National Programme for Latvian Language Training has been financially supported by the European Union, eight bilateral donors – the governments of Canada, Denmark, Finland, the Netherlands, Norway, Sweden, the United Kingdom, the United States as well as the United Nations Development Programme.

There have already been efforts made and commitment provided for integration measures of the non-Latvian society, however, a large part of the non-Latvian community is still not able to meet the requirements of respective laws, for example, State Language Law, Law of Education and Labour Law. Therefore the necessity to provide further support in encouraging the use of the State language and broadening the Latvian – speaking environment is required.

The National Programme for Latvian Language Training (NPLLT) is a 10-year programme (1996-2006) whose long-term goal is to achieve the acceptance of the Latvian language as accessible by society as a whole and to stabilise the Latvian language as the national language and, using language as a tool, to integrate minority group representatives into Latvian society. In order for the NPLLT to function effectively within the changing environment over the ten-year period, in managing financial resources as well as content issues, programme implementation is divided into two-year segments or phases. Each of priority of the phase activity is defined by the phase documents that have been reviewed and approved by the Steering Committee on September 25, 2002. (See Annex 5.)

The document determines that during the Phases IV and V the NPLLT must continue its work in the area of teacher training methodology: teacher training for LSL and minority school subject teachers, Latvian and Vocational school teachers, and university pedagogues, as well as intensive and distance learning methodology. Furthermore, it is necessary for pedagogues to be acquainted with and practice using the latest developments in examining and testing models as well as the technological tools that are used. Because the teacher is considered to be at the core of educating society, the professional development of the teacher remains an absolute priority for Phase IV.

The socio-political environment in Latvia during the Programme’s mid-term period prompted it to address new social groups and to take on new tasks. In the spring of 2002, the NPLLT began a new effort to specifically address the parents of minority school children. First, the NPLLT invites parents and teachers to participate in seminars where issues such as education reform, bilingual education, and the future of the children in a democratic Latvia, are discussed. These seminars motivate the parents to sign up for LSL courses and build on the awareness that Latvian language skills will help strengthen, rather than loosen ties with their children.

For the reason to reduce a gap within information room and to enlarge environment of the Latvian language it is necessary to design a new informational publication for non-Latvian speakers. These publications should have a special supplement about important current events in the country in easy
Latvian language style. This would help create a link between state institutions and the minority community. Using the easy Latvian language as the messenger, a better understanding of democratic principles, Latvia’s road to and place in the European Union, and of the world as a whole, is gained.

In order to ensure the irreversibility of the language acquisition process, the NPLLT requires significant support from the Latvian government and international donors for the duration of the Programme.

**Support from Phare 2003 foreseen to be provided in following:**

- **practical Latvian language training courses for minority school parents for the reason reduce a number of non-Latvian speaking;**

In the year 2004 the Law on Education will affect the whole minority school system due to the fact that year by year all compulsory subjects in minority secondary schools have to be taught in Latvian, starting with grade 10 in the year 2004. The NPLLT together with the Ministry of Education and Science has addressed this issue for several years. However, not all schools are ready to fulfil these challenges. Furthermore, the increasing knowledge of state language among non-Latvian students is not running hand in hand with the language acquisition process of the parents. As a result of this the parents get more and more estranged from the school and the everyday life of their children.

It is planned under this sub-component to develop and promote a Latvian as a Second Language (LSL) course program for the parents which will include as part of the syllabus the following subject material - the new democratic school system and ongoing processes in Latvia.

Parents of minority school children are important target groups because a significant number are non-citizens. This activity is consistent with the NPLLT’s strategy promoting access to the Latvian language to anyone who wishes to obtain it.

- **LSL teacher and minority school teacher training;**

For the reason to ensure upper mentioned transition to Latvian as instruction language applied at the secondary schools it is considered that the most important will be the background of teaching staff. Number of demands by teachers for methodology and LSL training courses will increase very much during the project implementation process, which is in compliance with the reform caused by the Law on Education.

It is substantial that the methodology courses and additional LSL training courses are available for anybody who needs such training during transition period. Such proposals are based on democracy standards as well as on social aspects meeting the needs of society.

- **Promotion of a Latvian language environment through a newsletter for non-Latvian speakers;**

Recent surveys about language acquisition and the environment of the Latvian language use indicates the difference of information space as one of the most risky factors.

Edition of the Newsletter for non-Latvian speakers arranged in *Easy Latvian* would be a great opportunity to strengthen language skills, enlarge access to news sources and information and to promote democracy in the country generally by reducing the difference of information space.

**Component 2**

The aim of the **Component 2** is to support implementation of the National programme “Integration of Society in Latvia” in areas not covered by the NPLLT and directly contributing to the overall objective of the project – promotion the understanding and co-operation among people of different origin living in Latvia. Consequently component will support only activities with the primary aim of the ethnic integration.
Implementation of the national Programme “Integration of Society in Latvia” can be successful only if the joint effort of all parties - as ministries, local governments, NGO’s, mass media a.o. has been made. It is important, that society itself play an important role in the implementation of programme. The role of civil society, activity of NGO’s both – Latvian and minority organisations are crucial in successful integration process. This strategy leads to decision to focus support of the Component 2 in area of civil society. Component 2 will be implemented as grant scheme for NGO’s, non-profit organisations, local governments, education, culture and research establishments and will support “bottom-up” initiatives.

Together with the Component 1 and national funding channelled through line ministries and Society Integration Foundation it will ensure the comprehensive funding for all main activities necessary for implementation of National programme “Integration of Society in Latvia”.

In terms of the areas of support, the strategy remains valid from previous Phare projects – to support areas of National programme leading to ethnic integration with the limitations set above. It is – involvement of civil society in dialogue and decision making process in ethnic integration, promotion of culture dialogue and co-operation, promotion of free circulation of information of integration issues and research in directions of non-citizens and ethnic minorities. However, recent sociological polls reveal new needs of non-citizens and ethnic minorities concerning integration of society:

If the participants could decide of distribution of funding to different sectors promoting integration of society, 47% of non-Latvians would vote for activities combating unemployment, 41% of non-citizens would vote for social integration activities for elderly people supported by NGO’s, 39% of non-citizens – for Latvian language training, 29% of non-Latvians – to support integration programmes for minorities in areas of culture, education and school exchange programmes, 27% of – non-citizens for information type activities.

These results are showing that substantial part of non-citizens and ethnic minorities see that unemployment is regarded as an important problem for society integration by both – Latvians and minorities. Non-citizens and minorities are tended to make a link between socio-economic problems and Latvia as an independent state. By this socio-economic problems serve as an important factor against loyalty and sense of belonging to the state.

Measures implemented by the Ministry of Welfare in social field have an aim to improve social conditions in all country. However they do not support the NGO sector and do not have special focus to ethnic aspects of social support.

Socio-economic problems have a direct impact to ethnic integration in areas mainly inhabited by non-citizens and ethnic minorities. This is a reason, why support of socio-economic activities in areas inhabited by minorities directly contributes to the overall objective of Phare project.

Component 2 will contribute to the problem by ensuring support in form of grants to projects aimed at improving socio-economic conditions in areas inhabited mainly by non-citizens and ethnic minorities. Beneficiaries will be NGO’s, NPOs, education, culture, research institutions and local governments.

Within the Component 2 there will be provided support to the “bottom-up” initiatives aimed at strengthening Latvian language environment in areas mainly resided by ethnic minorities and non-citizens and being complementary to activities envisaged in the NPLLT. Indeed, being centralised state designed programme, NPLLT is implemented centrally and particularly focuses on school sector. There is a need also to address certain language issues important for local governments, where mainly ethnic minorities and non-citizens are living. It is important to support local initiatives and grant scheme of Component 2 is an appropriate tool for this. Support to the Component 1 to NPLLT, support to the Component 2 to “bottom-up” initiatives and Society Integration Foundation’s support programme for Latvian language training for adults financed form national budget comprehensively covers all language activities in National programme “Integration of Society in Latvia”.

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The fact, that there is other support activities of socio-economic character in the Latvia having no focus to the ethnic dimension do not diminish the importance of proposed approach in this project.

Existing mechanisms avoiding risk of overlapping and promoting complementary can be mentioned - Society Integration Foundation is the only one institution in the country providing state support to NGO’s working in the socio-economic sector, representatives of the association of municipalities and the Ministry of Regional Development and Local Municipalities in evaluation committee will ensure complementarity with other initiatives implemented by the local municipalities.

Grant mechanism envisages co-financing from the side of beneficiary. That will promote the attraction of local funds including local government funds for socio-economic activities with the focus to ethnic minorities.

There is also a mechanism to avoid the granting support in areas, where there are already projects in socio-economic sector. During project evaluation phase sub-section “Relevance” contains criterion “Overlapping with ongoing activities”. This excludes projects, if such overlapping is observed.

From 2001 the Society Integration Foundation has ensured management of the implementation of society integration projects financed by the state budget, international donor funds and EC funds. The grant scheme 2003 will be managed according to Extended Decentralised Implementation System.

Considerable assistance in this issue will be also support of the implementation of previous Phare projects of 2000, 2001 and 2002. Within Phare 2000 technical assistance will be provided to Society Integration Foundation to develop relevant Contracting Authority capacities, as well as to strengthen international credibility of the Foundation. Other part of Phare 2000 project is implementation of pilot grant scheme. Phare 2001 and 2002 is foreseen to implement grant scheme for NGO’s, NPOs, education, culture and research establishments, and local governments as in the current project proposal.

3.2 Linked activities:

3.2.1. EU Phare project LE 9803.02 “Integration of Society through Information and Education” – was completed end of 2001. The goal of the project is to develop a fully operational Information Centre within the Naturalisation Board, whose main task is to provide information about citizenship, national minorities and society integration process and, thus, to facilitate the naturalisation process.

3.2.2. In 2002 Society Integration Foundation implemented a pilot grant programme “Promotion of Integration of Society in Latvia” supported from Phare2000 programme LE00.07.00 and national funding with the total amount of 140 000 EUR.

3.2.3. Component I of the project represents a continuation of an UNDP/multi-donor project initiated in December 1996 “Promotion of Social Integration: Support to Implementing of a National Programme for Latvian Language Training”. The activities under the UNDP/multi-donor project were reflected in the PHARE EU 1998; PHARE EU 1999; PHARE EU 2000 projects, and the activities of Component I is a logical continuation of the Component I of the EU Phare 2001 project; PHARE EU 2000 projects, and the activities of Component I is a logical continuation of the Component I of the EU Phare 2001 project.

3.2.4. Naturalisation Board and the United States Agency for International Development developed Latvian language training co-project for persons wanting to get naturalised, which was implemented during January – July 2000. The main goal of the project was the assessment of the effectiveness of Latvian Folk School’s two Latvian language training programmes, improvement and approbation of the programmes to increase their effectiveness. This project has created a basis for development of a unified course system for persons, who wish to learn Latvian language, history and constitutional build-up of the country for naturalisation.
3.2.5. Naturalisation Board’s associated membership in the Association of Language Testers in Europe (ALTE) allows the Naturalisation Board to work according to European standards in the development of language tests, approbation of language training programmes.

3.2.6. Latvian language courses for the unemployed have been organised by the State Employment Service in the past in order to improve their employment opportunities, however, continuity of this activity has to be ensured by attracting additional funds to it.

3.2.7. The NPLLTT activities are supported by the World Bank Education Development Project, quality component involving development of standards for learning the native language and Latvian-as-second-language for basic education (including minorities basic education programme).

3.2.8. The development of the State Integration Programme has been supported by the Government of Latvia, UNDP, OSCE and the EU Small Projects Facility, the Nordic countries, as well as governments of several other European countries and the USA.

3.2.9. Society Integration Foundation supported integration projects in 2001 with the total amount of 211 408 EUR funded from the National budget.

3.2.10. In the 1st half of 2002 Society Integration Foundation supported 64 society integration projects with the total amount of 160 915 EUR funded from the National budget.

3.2.11. In 2002 Society Integration Foundation supported Latvian language training project for persons intending to naturalize with the total amount of 53 333 EUR funded from National budget.

### 3.3 Results

**Component 1**

- Improved Latvian language level among minority school parents;
- Improved methodology level among minority school teachers;
- Support to Non-Latvian (minority) schools to be able to tackle Law on Education, Language and Labour Law;
- Raised motivation of naturalisation through a better Latvian language knowledge;
- Better understanding of the democratisation process in Latvia and increased motivation to support it through common information environment.

**Component 2**

As regards the results of the Component 2, they will depend on the projects chosen for the implementation and the evaluation of the results will be carried out for each particular project. Therefore at this stage it is difficult to state any particular results for the Component 2 as a whole; however, the following broader results can be expected:

- Increased number of activities realised through national minorities NGO’s to enhance contacts and dialogue between ethnical groups;
- Increased number of activities aimed at enhancing civil participation of residents from different ethnic groups living in Latvia;
- Increased number of activities aimed at promoting free circulation of information important securing the rights of non-citizen and ethnic minority to receive objective information from different perspectives;
- Increased number of research projects in areas of non-citizen and ethnic minorities (information, employability, equal opportunities etc.);
- Increased number of initiatives aimed at promoting employability in areas mainly inhabited by non-citizens and ethnic minorities;
− Increased number of initiatives aimed at decreasing the risk of marginalisation of social risk groups in areas mainly inhabited by non-citizens and ethnic minorities;
− Increased number of “bottom-up” initiatives aimed at strengthening Latvian language environment in areas mainly resided by ethnic minorities;
− Supported approximately 70 integration projects;
− Organised approximately 200 training seminars;
− Approximately 4000 participants directly benefit from the project.

3.4 Activities:

Component 1

Latvian as a Second Language (LSL) training for minority school parents:
− LSL training courses for minorities groups’ parents, who have not been included in any professional groups until now, and no financial support on behalf of the state has been provided for language courses for these groups (60 lessons, different background; all the regions of Latvia are considered)

LSL teacher and minority school teacher training:
− Cross cultural formation of cross-cultural understanding during seminars
− Trainings of trainers improvement of professional skills for multiplicators
− Bilingual education; mastering courses for methods of bilingual education

Promotion of a Latvian language environment through a newsletter for non-Latvian speakers:
− Editing;
− printing and distribution of the newspaper

Component 2

This component will be carried out as a grant scheme. The aim of the grant scheme is to promote the understanding and co-operation among people of different origin living in Latvia by supporting bottom-up initiatives of actors involved in the process of promotion of integration of society. Grant scheme will support the activities in main areas of the National Programme "Integration of Society in Latvia" regarding integration of non-citizens and ethnic minorities listed below:

Supported sectors/themes:

1) Civic and political participation
− Promoting transparency and availability of information on activities performed by the public sector;
− Enhancing participation of inhabitants in consultations before decision-making;
− Dissemination of the information materials concerning the citizenship and naturalization – building up the knowledge on possibility and rights to obtain citizenship and strengthening the prestige of citizenship, promoting positive attitude towards the process of naturalisation (see also 3.1.);
− Development of the non-governmental sector – promoting partnership of the state institutions, local governments, businesses, social partners and NGO’s in carrying out measures for integration of society;
− Promoting the integration of society initiatives at local and regional level, promoting partnership (local integration Councils) and addressing the region-specific integration problems.

2) Culture
− Promotion of culture initiatives aimed at developing the cultural contacts between social and ethnical groups;
− Promotion of the cultural dialog;
− Dissemination and exchange of information on cultural activities of minorities;
• Dissemination of information about Latvian culture in minorities’ languages.

3) Information
• Promotion of information activities aimed at provision of information to the non-Latvian speaking population (see also 1.3.);
• Dissemination of information that would help different ethnical groups to increase the sense of belonging to the state;
• Development of mass media publishing/broadcasting in minority languages;
• Co-operation of Latvian and non-Latvian mass media and exchange of information published/broadcasted.

4) Scientific Support
Promoting the studies and scientific publications in following main sectors:
• Sociology - obtaining and reviewing information on work of the social mechanisms of the integration of society, conditions and circumstances that promote and hinder the integration of society, as well as studies of public opinion polls on the position of the population, attitudes to events, processes, institutions related to the integration of society.
• Political science - studies of the development of the political process in Latvia, relations between a citizen and state institutions, on overcoming alienation between a citizen and the executive power and the potential changes in political values and value orientation.
• Ethnic studies - determining and foreseeing the possible causes of ethnic conflicts and drawing up recommendations for their prevention.
• Linguistics - studies on the usage of languages and attitudes to different languages in a territorial, demographic and social aspect, determining priorities for the study of the Latvian language in relation to the actual tasks in the integration of society and monitoring the situation as to the Latvian language.
• Economics - regular studies of the interaction of the integration of society and economic development.

5) Social integration activities in areas mainly inhabited by non-citizens and ethnic minorities
Co-operation of the people of different ethnic origin promoting:
• Activities aimed at social integration of handicapped, mentally ill and elderly people
• Activities aimed at integration of street children and activities promoting a second chance for “drop-outs” from school;
• Activities aimed at integration of people at social risk group because of drug use;
• Activities aimed at integration of people returning from places of detention.

6) Employment promotion activities in areas mainly inhabited by non-citizens and ethnic minorities
Co-operation of the people of different ethnic origin promoting:
• Activities aimed at promotion of SME’s in above-mentioned areas;
• “Know-how” activities for job seekers.

7) Language initiatives in areas mainly inhabited by non-citizens and ethnic minorities
• Initiatives aimed at strengthening language environment in service sector;
• Language training initiatives addressing the local needs;
• Out-of-school activities aimed at improving Latvian language knowledge

No more than 30% of the total project funds can be allocated to activities under “5”, “6” and “7” together.

Eligible Applicants
The Grant programme will be open for:
• Non-governmental organisations,
Non-profit organisations,
Education, culture and research establishments,
Local governments.

Governmental institutions can be involved in the grant programme only on a partnership basis, i.e. they will not receive direct payments from the project.

Applicants must comply with the following conditions in order to be eligible for a grant:

- be non-profit-making;
- have their headquarters within the Latvia;
- be directly responsible for the preparation and management of the project, not acting as an intermediary;
- have stable and sufficient sources of finance to ensure the continuity of their organisation throughout the project and, if necessary, to play a part in financing it;
- be experienced and able to demonstrate their capacity to manage activity corresponding with the size of the project for which a grant is requested.

Potential applicants are not entitled to participate in Calls for Proposals or be awarded grants if they mach up to the conditions set in the item 6.1.4.3. “Grounds for Exclusion” of the PRAG.

Projects Size
The size of the EC grants will be between 10 000 and 100 000 Euro. The EC contribution will not exceed 90% of each project costs.

Projects duration:
The project duration must be at least 5 months and may not exceed 12 months.

Management:
The Society Integration Foundation will be responsible for financial, administrative and technical management of this grant scheme.

For the implementation of grant scheme, the Society Integration Foundation Council will act as a Steering Committee (see chapter 4. “Institutional Framework”), involving representatives of EC Delegation in Latvia and the Ministry of Finance (NAC Office) as observers. The basic responsibilities of the Council will be as follows:

- Approval of grant scheme guidelines (including objectives, priorities, eligibility and evaluation criteria, etc.);
- Approval of the evaluation committee for project selection;
- Approval of the evaluation reports;
- Monitoring of the grant scheme and approval of progress reports prepared by the Foundation Secretariat;
- Providing recommendations to the Foundation Secretariat on the implementation of the scheme.

Project proposals will be assessed by the experts and evaluated by the Evaluation Committee, consisted of the representatives of the Association of Local Municipalities, municipalities and research sector. The Evaluation Grid will contain criteria to measure the risk of duplication with state and municipal support programmes and to assess synergy with other initiatives.

Projects will be selected according to the Practical Guide to PHARE, ISPA and SAPARD contract procedures, Section 6 Grants under Extended Decentralised Implementation System.

3.5 Lessons learned:

3.5.1. The last recommendations made by OMAS Interim evaluation report regarding Latvian Language programme implementation defines that Latvian Language Programme Unit and the Ministry of
Education and science should monitor the sequencing of activities and progress under LE –9902.01 (Promotion of social integration: improvement of Language training of non- Latvian speaking Non-citizens). The programme monitoring function of the Ministry should go beyond the formal approval of reports. The Ministry should turn the newly created position at the department of European Integration and Foreign assistance programme co-ordination into full-time job and extend its duties to the monitoring of all Phare Projects against their Indicators of achievement. Since August 13th, 2001 MoES employs a part time person who is responsible for overseeing and monitoring of the projects financed by Phare and implemented by the National Latvian Language programme (NPLLT) and since September 1st, 2001 MoES has contracted full time employee who works with the coordination and monitoring of implementation of the Community Programmes.

3.5.2. Phare 2000 pilot grant scheme “Integration of Society in Latvia” LE00.07.00 shows the existence of NGO’s being able to submit applications complying with Phare rules and implement ethnic integration projects. However Society Integration Foundation should continue to organise training seminars for NGO’s regarding project preparation.

4. Institutional Framework

The Secretariat of Minister for Special Assignments for Society Integration Affairs is the responsible institution for the overall implementation of the project. The responsibility for the overall project implementation will include supervision of project activities, reporting on project progress (through the regular Monitoring reports) and evaluation of the project results.

The Secretariat assumes the political leadership in further development of integration policy in Latvia. The Department of Integration of Society within the Secretariat of Minister for Special Assignments for Society Integration Affairs is directly responsible for policy co-ordination and monitoring of the integration processes in Latvia. Currently three people are working in this Department.

The Ministry of Education and Science is the responsible institution for implementation of the National Programme for Latvian Language Training (NPLLT). Latvian Language Programme Unit (LLPU), subordinated to the Ministry of Education and Science will provide day-to-day implementation of the project under supervision of the Ministry of Education and Science and report directly to the Ministry of Education and Science and the NPLLT Steering Committee. The NPLLT Steering Committee consists of representatives of the Ministry of Education and Science, the Ministry of Welfare, the Naturalisation Board, the State Language Centre, the Parliament, the Latvian Adult Education Association, Education Boards and minority school directors. The representatives of Delegation of the European Commission in Latvia participate in NPLLT Steering Committee meetings as observers.

The Society Integration Foundation is entrusted with the task to popularise the idea of the integration of society, to expand society involvement in the integration process, to attract funding (contributions, donations), to distribute funds and to co-operate with related international institutions.

On 5 July 2001 Saeima has adopted the law “On Society Integration Foundation” (see Annex 6), it came into force from the 1st of September 2001. On 12 March 2002 the Cabinet of Ministers entrusted the Society Integration Foundation with the function of implementing body for the civil society development programmes.

The Society Integration Foundation is administered by the Society Integration Foundation Council that has been established by the Cabinet of Ministers. In accordance with the Society Integration Foundation Law (adopted by the Saeima, 05.07.2001) and the Society Integration Foundation Statutes (adopted by the Cabinet of Ministers, Regulation No.390, 28.01.2001), Society Integration Foundation Council consists of 5 representatives from NGO sector, 5 representatives from municipalities of five planning regions (accordingly one representative from Kurzeme, Latgale, Vidzeme, Zemgale, Riga) and 5 line ministers (Welfare, Education and Science, Environment, Culture, Justice) and a representative of the State President. The Foundation Council establishes Evaluation Committees to evaluate society integration projects.
The **Foundation Secretariat** performs the functions of an executive institution managed by the director. Its task is to ensure activities of the Foundation Council and implementation of its taken decisions, including activities related with Phare projects implementation. The director of the Secretariat was appointed by the Foundation Council in November 2001.

Society Integration foundation will have capacity to manage project according EDIS requirements ensured by Phare 2000 technical assistance project aiming at building up capacity of Society Integration Foundation to act as implementing agency. 3 staff members – procurement expert, monitoring expert and financial controller will work exclusively with Phare “Promotion of Integration of Society in Latvia” projects.

According the law “On Society Integration Foundation”, Society Integration Foundation is entrusted the role to act as funding institution for activities corresponding to the guidelines of National Programme “Integration of Society in Latvia”. Chapter 3 (part 2) of the National Programme envisage activities elaborated under component 1, Chapters 1, 2, 3 (part 1 and 3) and 4 envisage activities under Component 2.

5. **Detailed Budget**

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<thead>
<tr>
<th>Phare Support</th>
<th>National Co-financing</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Investment</strong></td>
<td><strong>Institution</strong></td>
<td><strong>Total Phare (=I+IB)</strong></td>
</tr>
<tr>
<td>Component 1 Grant Contract</td>
<td>500 000</td>
<td>500 000</td>
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<tr>
<td>Component 2 Grant Scheme</td>
<td>2 000 000</td>
<td>2 000 000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>2 500 000</td>
<td>2 500 000</td>
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* Parallel co-financing for Administrative costs in amount of 234 000 EUR:
  1. Administrative costs- 2004 | 87 750
  2. Administrative costs- 2005 | 117 000
  3. Administrative costs- 2006 | 29 250
  **Total for Administrative Costs** | 234 000

**Joint co-financing**

6. **Implementation Arrangements**

6.1 **Implementing Agency**

*Society Integration Foundation*
PAO, SPO- Director of the Secretariat– Mr. Nils Sakss,
Lacpleša str. 27-7, Riga LV-1011
Tel.: +371 7281770, fax: +3717281752

Component 1 will be implemented by the Latvian Language Programme Unit. Standard grant contract under the direct award procedure will be signed between Society Integration Foundation and beneficiary – Latvian Language Programme Unit.
Strategic management (priority identification, programming, monitoring) of implementation of the Component 1 will be responsibility of the Ministry of Education and Science. The Secretariat of Minister for Special Assignments for Society Integration Affairs will be responsible for the strategic management (priority identification, programming, monitoring) of the Component 2- Grant Scheme.

6.2 Non-standard aspects

There will be no non-standard aspects regarding implementation of the Component 1 and Component 2. Standard procedures of the Commission in accordance with Practical Guide to PHARE, ISPA and SAPARD contract procedures will be followed under Extended Decentralised Implementation System. Prior to EDIS accreditation, DIS will be followed. EDIS will apply from the date of accession at latest.

Ratio: if during project implementation the project cost for some reasons will decrease, the Phare financing will also decrease proportionally.

6.3 Contracts

- Direct Award of Standard Grant Contract - 665 000 euro (joint co-financing)
- Grant scheme - 2 200 000 euro (joint co-financing)

7. Implementation Schedule

<table>
<thead>
<tr>
<th>Contract</th>
<th>Start of tendering</th>
<th>Start of project activity</th>
<th>Project Completion</th>
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<tbody>
<tr>
<td>Direct Award of Standard Grant Contract</td>
<td>III Quarter 2004</td>
<td>IV Quarter 2004</td>
<td>II Quarter 2006</td>
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<td>Grant scheme</td>
<td>II Quarter 2004</td>
<td>IV Quarter 2004</td>
<td>II Quarter 2006</td>
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</table>

8. Equal Opportunity

The direct target groups for the National Programme for Latvian language Training include the Latvian as a Second Language teachers, subject teachers in minority schools, teachers, pupils, handicapped and army recruits, and other non-Latvian speaking population. The participation in project activities is voluntary; however, the project implementation agency strongly encourages participation of all interested parties regardless of gender, age or ethnic background.

9. Conditionality and sequencing

The EU financing of the project is conditional upon:
- Formal recognition of the Society Integration Foundation as an Implementing Agency is in place before the start of the project;
- Smooth implementation of the NPLLTT in the years before Phare-03;
- Smooth implementation of the Integration Programme through the Integration Foundation;
- Activities of the previous Phare, 2001 and 2002 projects “Promotion of Integration of Society in Latvia” are under implementation;
- The government needs to ensure sustainability of the Foundation in the medium and long-term in terms of adequate staffing and sufficient national co-financing to carry out tasks of the Implementing Agency
- Contracting of the Phare 2003 grant scheme is commenced immediately after finishing contracting of the Phare 2002.
ANNEXES TO PROJECT FICHE

1. Logical framework matrix in standard format.
2. Detailed implementation chart.
3. Contracting and disbursement schedule by quarter for full duration of programme (including disbursement period).
4. Implementation of the National Programme for Latvian Language Training; Phase 4, 2003-2004
5. Survey of Latvia’s population “Public Opinion on Several Integration Issues”.

June 2003
### Annex 1

**LOGFRAME PLANNING MATRIX FOR**

**Project**

**Promotion of Integration of Society in Latvia**

<table>
<thead>
<tr>
<th>Program name and number</th>
<th>Contracting period expires</th>
<th>Disbursement period expires</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Phare Budget: 2 500 000 | Total Budget: 2 865 000 |

#### Overall objective
- Promote the understanding and co-operation among people of different origin living in Latvia

#### Project purpose
- Latvian language training for non-Latvian speaking and creating favourable social-economic, cultural and information conditions for ethnic minorities and non-citizens living in Latvia.

#### Results

**Component 1: Support to the National Programme for Latvian language training**
- Improved Latvian language level among minority school parents;
- Improved methodology level among minority school teachers;
- Support to Non-Latvian (minority) schools to be able to tackle Law on Education, Language Law and Labour Law;
- Raised a motivation of naturalisation through a better Latvian language knowledge;
- Better understanding of the democratisation process in Latvia and amend motivation to support it through common information environment

**Component 2: Implementation of the National Programme “Integration of Society in Latvia”**

As regards the results of the Component 2, they will depend on the projects chosen for the implementation and the evaluation of the results will be carried out for each particular project. Therefore at this stage it is difficult to state any particular results for the Component 2 as a whole, however, the following broader results can be expected:

<table>
<thead>
<tr>
<th>Component 1:</th>
<th>Component 2:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Indicators of Achievement</strong></td>
<td><strong>Indicators of Achievement</strong></td>
</tr>
<tr>
<td>Increased number of people with knowledge of the Latvian language</td>
<td>Number and type of NGO’s implementing projects through the grant scheme;</td>
</tr>
<tr>
<td>Percentage of people from ethnic minorities groups and non-citizens having opinion that their socio-economic, cultural and information conditions have been improved.</td>
<td>Number of relevant projects and relevant activities implemented through the grant scheme;</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sources of Information</th>
<th>Sources of Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Question forms at different activities;</td>
<td>- Annual Survey “Language”;</td>
</tr>
<tr>
<td>- Survey “Language”;</td>
<td>- Local activity surveys;</td>
</tr>
<tr>
<td>- LLPU records</td>
<td>- Press feed-back;</td>
</tr>
<tr>
<td>- Statistical data collected by Sociological research firms;</td>
<td>- Interviews and evaluation seminars;</td>
</tr>
<tr>
<td>- Research monitoring the process of integration conducted within the framework of the Integration Programme;</td>
<td>- LLPU records;</td>
</tr>
<tr>
<td>- Survey “Language”;</td>
<td>- Project monitoring sheets and reports;</td>
</tr>
<tr>
<td>- LLPU records</td>
<td>- Coverage in mass media;</td>
</tr>
<tr>
<td>- Statistical data collected by Sociological research firms;</td>
<td>- Exchange visits and evaluation seminars;</td>
</tr>
<tr>
<td>- Research monitoring the process of integration conducted within the framework of the Integration Programme;</td>
<td>- Monitoring on the process of integration conducted within the framework of the Integration Programme;</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Assumptions</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adequate provision from state budget and all funds available on time;</td>
<td>Minority school children parents ready to participate;</td>
</tr>
<tr>
<td>Political commitment and allocation of budgetary resources;</td>
<td>No new changes in the Education law, Language law and Labour law;</td>
</tr>
<tr>
<td>Sufficient capacity and activities according to the monitoring process;</td>
<td>Government co-financing available;</td>
</tr>
<tr>
<td>NGO’s, education and culture institutions capable to prepare qualitative project proposals;</td>
<td></td>
</tr>
</tbody>
</table>
Increased number of activities realised through national minorities NGO’s to enhance contacts and dialogue between ethnic groups;
- Increased number of activities aimed at enhancing civil participation of residents from different ethnic groups living in Latvia;
- Increased number of activities aimed at promoting free circulation of information important securing the rights of non-citizen and ethnic minority to receive objective information from different perspectives;
- Increased number of research projects in areas of non-citizen and ethnic minorities (information, employability, equal opportunities etc.);
- Increased number of initiatives aimed at promoting employability in areas mainly inhabited by non-citizens and ethnic minorities;
- Increased number of initiatives aimed at decreasing the risk of marginalisation of social risk groups in areas mainly inhabited by non-citizens and ethnic minorities;
- Increased number of “bottom-up” initiatives aimed at strengthening Latvian language environment in areas mainly resided by ethnic minorities;
- Supported approximately 70 integration projects;
- Organised approximately 200 training seminars;
- Approximately 4000 participants directly benefit from the project.

<table>
<thead>
<tr>
<th>Activities</th>
<th>Means</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Component 1:</td>
<td>Component 1:</td>
<td>Component 2:</td>
</tr>
<tr>
<td>- Latvian as a Second Language (LSL) training for minority school parents;</td>
<td>- short-term local experts;</td>
<td>Projects supported and implemented</td>
</tr>
<tr>
<td>- LSL teacher and minority school teacher training;</td>
<td>- long-term local experts 14 man-months;</td>
<td>Staff of NPLLT</td>
</tr>
<tr>
<td>Promotion of a Latvian language environment through a newsletter for non-Latvian speakers.</td>
<td>- printing of the newsletter</td>
<td></td>
</tr>
<tr>
<td>Component 2:</td>
<td>Component 2:</td>
<td></td>
</tr>
<tr>
<td>Implementation of a specific grant scheme managed by the Society Integration Foundation in main areas of activities of the Integration programme aimed at functioning of a Integration Programme’s implementation mechanism</td>
<td>- Staff of NPLLT</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Projects supported and implemented</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Staff of SIF (project managers, financing assistants, accountant)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preconditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Formal recognition of the Society Integration Foundation as an Implementing Agency is in place before the start of the project;</td>
</tr>
<tr>
<td>- Smooth implementation of the NPLLT in the years before Phare-03;</td>
</tr>
<tr>
<td>- Smooth implementation of the Integration Programme through the Integration Foundation;</td>
</tr>
<tr>
<td>- Activities of the previous Phare, 2001 and 2002 projects “Promotion of Integration of Society in Latvia” are under implementation</td>
</tr>
<tr>
<td>- The government needs to ensure sustainability of the Foundation in the medium and long-term in terms of adequate staffing and sufficient national co-financing to carry out tasks of the Implementing Agency</td>
</tr>
<tr>
<td>- Contracting of the Phare 2003 grant scheme is commenced immediately after finishing contracting of the Phare 2002.</td>
</tr>
</tbody>
</table>
### Annex 2

#### Detailed Implementation Schedule of Activities

<table>
<thead>
<tr>
<th>Component 1 – Latvian language courses for non-Latvian speaking</th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
</tr>
</thead>
<tbody>
<tr>
<td>Latvian as a Second Language (LSL) training for minority school parents;</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>LSL teacher and minority school teacher training;</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Promotion of a Latvian language environment through a newsletter for non-Latvian speakers.</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

#### Component 2 - Implementation of grant scheme

<table>
<thead>
<tr>
<th>Development of the Call for Proposals documentation</th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
</tr>
</thead>
<tbody>
<tr>
<td>Launching of Call for Proposals;</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Selection of independent experts for evaluation of project proposals</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evaluation and selection of projects.</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Implementation of projects</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Control and monitoring of the projects.</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Evaluation</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>
Annex 3

CUMULATIVE CONTRACTING and DISBURSEMENT SCHEDULE (EUR )

<table>
<thead>
<tr>
<th>Time period</th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Quarter I</td>
<td>Quarter II</td>
<td>Quarter III</td>
</tr>
<tr>
<td>Component 1 – Grant Contract</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contracted total</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phare</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>National</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disbursed total</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phare</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>National</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Component 2 – grant scheme | | | | | | | | | | | | |
| Contracted total | | | | | | | | | | | | |
| Phare | | | | | | | | | | | | |
| National | | | | | | | | | | | | |
| Disbursed total | | | | | | | | | | | | |
| Phare | | | | | | | | | | | | |
| National | | | | | | | | | | | | |

Parallel national co-financing for Administrative costs of the Grant Scheme

| Contracted** | 87 750 | 204 750 | 234 000 |
| Disbursed | 29 250 | 58 500 | 87 750 | 117 000 | 146 250 | 175 500 | 204 750 | 234 000 |

* in case, if the 1st instalment of the grant contracts is 80%

** Allocated in the state budget