STANDARD SUMMARY PROJECT FICHE

1. BASIC INFORMATION
1.1 CRIS Number: 2003/004-938-14
1.2 Title: IMPROVEMENT OF DIGITAL LITERACY OF UNEMPLOYED
1.3 Sector: Economic and social cohesion
1.4 Location: Slovenia; the project will apply nationally.

2. OBJECTIVES
2.1 Overall Objective(s):
- Following the objectives of Economic and Social Cohesion, the overall objective of the project is to increase human resources potentials in Slovenia.
- Through the above overall objective, a special attention will be given to the labour market dimensions of the information society, notably by developing programmes designed to help the unemployed to adapt to the structural changes brought about by the information society and by ensuring equal access to its facilities and benefits.

Secondary Objective:
- To provide a foundation of experience in operating an integrated scheme of interventions in conformity with EU Structural Funds regulations and practice, especially in line with the European social fund (ESF) type of measures.

2.2 Project purpose:
- To improve human resources capacities and skills
- To help the unemployed become adaptable to economic and structural changes and to be able to use new information technologies, with an aim to increase their employability
- To raise the level of computer literacy, skills and awareness of the unemployed in the area of information technology
- To facilitate labour market flexibility and workforce mobility
- To test the Employment Service of Slovenia in the role of a final beneficiary and it’s absorption capacity for implementation of measures, eligible for ESF funding

2.3 Accession Partnership and NPAA priority

The project is in line with the AP Slovenia, in particular with the following chapters:

Social policy and employment:
- Continue to support social partners’ capacity building efforts with a view to their future role in the elaboration and implementation of the EU employment and social policy, including the European Social Fund
Regional policy and co-ordination of structural instruments:
- Establish a territorial organisation in line with and allowing for effective implementation of the Structural Funds Regulations i.e. strengthened absorption capacity;
- Establish a clear division of responsibilities for the management of the Structural Funds and the Cohesion Fund, improve the administrative capacity of the institutions involved and the implementation of the funds in particular the Managing and Paying Authorities, especially in terms of recruitment and training; ensure effective inter-ministerial cooperation

The project is in full conformity with the following NPAA priorities:

*Social protection:* with the objective to overcome social exposure and social exclusion and secure the social integration

*Education:* with the objective to improve the quality of education, strengthen the link between labour demand, education and training and to improve the quality of human resources

*Labour market:* with the objective to reorientation towards active measures, promote job creation, reduce skill mismatch.

*Regional policy:* formation and successful implementation of regional structural policy in compliance with EU legislative and institutional changes in numerous fields.

2.4 Contribution to National Development Plan (NDP)

This project will develop capacities for the efficient and sound management and administration of the ESF measures through the institutional arrangements as defined in the NDP and further elaborated in the preparation process of the Single Programming Document (SPD) and Programme Complement.

The project will contribute to testing of the following NDP priority:

- Priority No. 2: Knowledge, Human Resource Development and Employment;
  Programme 1: Employability and life-long learning, (a) Improving employability and preventing long-term unemployment of labour force.

The project will contribute to the attainment of the goal set in the above programme, i.e. to ensure stable growth in employment by preventing unemployment and long-term unemployment by improving possibilities of unemployed to enter the employment status. The project will, thus, increase employability of the unemployed by improving their IT/digital skills and ensuring the adaptability to the structural changes of the information society. By this way, the project will simultaneously contribute to the NDP Priority No. 3: Information society, infrastructure and quality of living, Programme 1: Information society.

2.5 Cross Border Impact

Not applicable.

3. DESCRIPTION

3.1 Background and justification:

The development of information and communication technologies is providing one of the prime drivers of the contemporary society, including labour market, employment, and education and training provisions. It has created new products, new services and new areas of use. Internet represents an ever more important access to information, educational tool and a work facility. Knowledge is needed if the opportunities offered by this development are to be
utilised to the full. Therefore, digital literacy is becoming a precondition for employment in an ever-increasing number of fields.

Improving employability of unemployed and enhancement of their qualifications and skills using active labour market policy measures has been one of the Government’s areas of priority elaborated in the strategic documents, such as NDP, the National Programme of Development of the Labour Market and Employment to the Year 2006 and assessed in the Joint Assessment of the Employment Policy Priorities of Slovenia (JAP).

In order to adapt himself/herself to the economic and structural changes introduced by the IT development, one needs basic competence in the use of IT in everyday life and at work, so that he/she can benefit from available methods of finding information, working and communicating. Basic, broad and specialised IT competence is needed.

Moreover, there is a danger that the information technology will create a divide providing increased opportunities for those already possessing basic qualification whilst reducing opportunities for those that do not. This divide should be countered by a systematic integration of most disadvantaged groups of people in developing the basic IT skills.

IT is an essential element in the process of modernisation of existing job vacancy and registration systems. The Government is elaborating a set of supporting measures with an aim to promote flexibility and modernisation of the labour market by linking the two systems so that local employment office advisers can register job seekers automatically and match them to the vacancies available at the earliest possible stage. This would also allow job seekers using self-service terminals in the employment offices, public Internet access points etc., and contacting the employer directly. Again, at least basic IT competence of every job seeker is needed.

The purpose of the project is to provide basic skills or to upgrade digital literacy of target groups of unemployed persons so as to improve their adaptability to the development of IT technologies, to labour market needs, and consequently to increase their employability. The programme for the unemployed is important tool to prevent bottlenecks, and primarily focuses on employers’ needs for a trained workforce, as well as on promotion of flexibility and modernisation of the labour market.

The project will provide for a group of trained and equipped training institutions that will in partnerships with other stakeholders, especially the Employment Service of Slovenia and the social partners at the regional and local level, develop training plans and implement training programmes for the key target groups of unemployed persons.

The project will promote horizontal and transversal approach to implementation of strategically important national programmes. Existing human and institutional resources will be provided with additional training and, if needed, limited technical upgrades; partnership, multiuse and clustering of existing resources and programmes (public institutions operating under the responsibility of the MoLFS, MoESS, MoIS, and Ministry of Culture etc., i.e. employment service offices, e-schools, libraries, municipality owned cyber cafes etc.) will be promoted. In cases where infrastructure is upgraded, up to 20% of total eligible costs of individual projects can be provided. This will serve the purpose in a long run primarily due to horizontal partnership established and the personnel for managing multi-purpose training facilities (information mediators) trained.
3.2 Linked activities:

- Phare SL-9804: "Special Preparatory Programme for Structural Funds in Slovenia"
- Phare SI-0004.02: "Activating employment potentials at the local level" (Savinjska region)
- Phare SI-0106: “Strengthening Slovenia at the Local Level”, Lot A – Social Inclusion
- Phare SI0109.01 CBC Slovenia-Hungary: “Joint Economic Space”
- Phare SI-0205.02: “Development of programming and management capacities for European Social Fund (ESF) implementation”
- Phare SI0308.01 CBC Slovenia-Hungary: “Maximisation of human resources potentials in the border region”
- eEurope + Action Plan and the EC Joint High Level Committee progress Reporting

3.3 Results:

The overall result will be an established and fully operational financing scheme to support testing of the NDP programme as well as an ESF-type of measure in Slovenia. Under this framework, the financing scheme will increase human resource potentials in Slovenia by increasing employability of the unemployed persons.

Specifically, the project will result in:

a) On an overall level, at least 50% of the unemployed taking part in the training activities will find a job in 6 months, and at least 75% in 12 months after the project completion.

b) The following will be achieved by the end of the project:
   - Trained teachers and trainers in the field of IT training of unemployed
   - IT training programmes developed
   - Groups of trainees within the priority target groups identified, and motivated for training
   - Number of unemployed from the priority target groups trained
   - Number of the trained unemployed will receive a national certificate on vocational qualifications and/or European Computer Driving Licence (ECDL) certificate

3.4 Activities:

The project consists of establishment and implementation of a grant scheme aimed at building partnership at the regional and local level, improving IT training skills and capacities of trainers, and improving digital literacy of unemployed in order to support tackling the digital divide and to enable the most disadvantaged groups of people develop the basic IT skills as well as to increase their job-seeking, working and learning opportunities.

Grant Scheme

a) Objective:
   - To improve IT trainers capacities and skills, as well as digital literacy of unemployed people by providing them with IT training
b) Eligibility criteria:

Eligibility of area:
The grant scheme is applicable for the whole territory of Slovenia. Priority will be given to areas with above average number of unemployed.

Applicants eligible for a grant will have to be:
- Non-profit organisations; profit organizations may submit a project proposal for support through the grant scheme if they are not making profit out of it;
- Non-governmental or public sector operators;
- Experienced either in providing IT training or in education and vocational training in general;
- Located in Slovenia.

Applicants will have to provide for partnerships with social partners at the regional and local level.

Eligibility of projects:

Size: The global indicative amount available for grant scheme will be 7,550,000 €. The grant scheme will be co-financed by Phare funds in the amount of 5,600,000 €, and by national public funds in the amount of 1,950,000 €. The minimum grant awarded to individual project will be 50,000 € and the maximum 300,000 € (Phare funds).

Duration: The expiry date of the project should be at least three months before the expiry date of the programme as indicated in the Financing Memorandum. The maximum duration of the project will be 18 months.

Eligible type of activities:
- Training of trainers
  Teachers in educational and training institutions need to get further computer knowledge and skills in order to be able to efficiently transfer the knowledge and skills to different target groups. On the other hand personnel in computer training institutions need to get further pedagogic knowledge and skills to be able to recognise different approaches needed for different target groups with different background education and knowledge.

- Identification, motivation and selection of trainees within the target groups
  The key target group of unemployed needs to be analysed and divided into target groups of trainees, based on background level of education and training, background experience, age and duration of unemployment. Motivation programmes for computer literacy training on three levels (please see the next paragraph) needs to be developed and implemented for each identified group. This activity shall result in selected and motivated groups of trainees.

- Implementation of IT training programmes

IT training programmes will be implemented and adopted in accordance with identified needs of the target group of unemployed on three different levels:
1. Basic IT training,
2. Advanced IT training,
3. Training for acquisition of a national vocational qualifications certificate and/or European Computer Driving Licence (ECDL) certificate.

**Target groups:**

1. Training of trainers
   - Teachers and instructors in schools and other educational training institutions
   - Training staff in non-profit and non-governmental organisations or public sector operators (information mediators) involved in assistance to unemployed

2. Identification of target groups and implementation of training programmes for unemployed
   - Young unemployed
   - Unemployed persons over the age of 25 whose employment opportunities would increase by acquiring the basic and key IT skills
   - Women
   - Disabled
   - Long term and hard to place unemployed

Conditions for entering the training programme for unemployed:
- Individual employment plan prepared
- Regular primary education acquired

It is understood that under the European Social Fund, the two target groups, i.e. trainers and unemployed persons, would have to be included under different ESF measures.

The eligible expenditures for the equipment necessary to implement each project (computers, software) will be limited to 15% of the overall costs of the project.

c) Grant Scheme Management

The Ministry of Labour, Family and Social Affairs (MoLFSA) as Contracting Authority will have the overall responsibility for management of the grant scheme. The overall management will be carried out in partnership and close cooperation with the Ministry of Information Society and other relevant institutions. Cooperation with other relevant institutions, notably the National Agency for Regional Development (NARD), will be ensured.

Employment Service of Slovenia (ESS) will serve as the secretariat to the MoLFSA and be responsible for on going monitoring of the selected projects under grant scheme. ESS will thus be tested in its role of the future final beneficiary for measures co-financed by the European Social Fund. The ESS as the secretariat will be co-financed in total amount of 200,000 €, contributed by MoLFSA.

3.5 Lessons learned

The Ministry of Labour, Family and Social Affairs has been gaining experience with the EU funds (Phare National Programme, Economic and Social Cohesion) since 1994. The main lessons on grant scheme implementation have been learned from already launched Phare SL 9804.02.01 Pilot Action in Savinjska region and are currently gained from two on going grant schemes under Phare SI 0004.02 and Phare SI –0106.01 projects.
The present project will allow the MoLFSA and the ESS to upgrade their EU funds management knowledge in accordance to the relevant EU Regulations requirements. It will strengthen cooperation among and coordination of different institutions at the national level, notably the MoLFSA, and MoIS in implementing a complex measure. Thus, the project will assure a smooth transition from the implementation of accession instruments to the structural assistance.

4. **INSTITUTIONAL FRAMEWORK**

The Ministry of Labor, Family and Social Affairs is responsible for implementation of the project, in co-ordination with the Ministry of Information Society (MoIS) and other relevant institutions.

The Employment Service of Slovenia with its regional offices will be responsible for on going monitoring of the grant scheme and will assist in preparing the individual employment plans.

The project will be monitored and its activities coordinated by a Steering Committee, composed of MoLFSA, MoIS, MoESS and MoE-NARD representatives and other relevant organizations and institutions.

The National Agency for Regional Development (NARD) coordinates the implementation of the ESC Programme. The NARD is obliged to monitor physical and financial indicators of the projects’ implementation under this programme (including payments of Phare and national co-financing). This is reported in the SMSC reports and at the Phare Review meetings. The Contracting Authority (CA) has overall responsibility for administrative, technical and financial management of the project. CA is therefore obliged to report to the NARD on the project physical and financial (Phare, private and public co-financing) status on the monthly basis for the whole project duration. CA will ensure necessary human resources for the technical management of the project.

5. **DETAILED BUDGET (in €)**

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<tr>
<th>Component</th>
<th>Phare Support</th>
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<td>Investment Support</td>
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<td>Grant scheme</td>
<td>5,600,000</td>
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<td>Secretariat</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>5,600,000</strong></td>
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</table>

The Slovenian amount of public co-financing in total amount of the overall budget will cover 25.8% of the total amount for the grant scheme, and 100% the cost for the secretariat. National public co-financing is planned in the national budget for 2003 and 2004.

In all projects, the beneficiaries must participate with a 10% minimum own-financing. The public grant, which accordingly may not exceed 90% of the project costs, shall be financed by Phare and Slovene public authorities (MoLFSA and MoIS) in such a way that the Phare
contribution will not exceed 75% of the eligible public grant. No part of the eligible public grant, be it financed by Phare or by the Slovene public authorities, may cover payments towards or be offset against customs duties, import duties, taxes or fiscal charges having equivalent effect.

6. IMPLEMENTATION ARRANGEMENTS

6.1 Implementing Agency

Implementing Agency
Ministry of Finance - CFCU
Mr. Peter Škofic, PAO
Address: Beethovnova 11, 1502 Ljubljana, Slovenia
Tel: +386 1 478 63 05
Fax: +386 1 478 62 04

Contracting Authority
Ministry of Labour, Family and Social Affairs
Ms Staša Baloh Plahutnik, State Secretary
Address: Kotnikova 5, 1000 Ljubljana
Tel.: +386 1 478 33 57
Fax: +386 1 478 34 93

6.2 Twinning
Not applicable.

6.3 Non-standard aspect
Not applicable.

6.4 Contracts (Phare only)
Expected number of contracts: number of grant contracts depends on the selection and grants awarded.
Value of the contracts: The total Phare contribution is 5,600,000 €. The minimum value of the individual project is 50,000 € and the maximum is 300,000 €.

7. IMPLEMENTATION SCHEDULE

7.1 Start of tendering
The Call for Proposals will be published 6 months after the signature of the Financing Memorandum (FM).

7.2 Start of Project Activity
After the approval of the list of selected projects (12 months after the signing the FM).

7.3 Project Completion
Last payment: no later then 36 months after the signing of FM.
8. **EQUAL OPPORTUNITY**

The proposed project will stimulate and support the initiatives that will promote the equality in terms of promoting and assuring equal opportunities in entering the labour market among the genders, co-ordinating the family and professional life - re-entering the labour market and promoting the integration of disabled to work by providing equal standards and physical infrastructure for business activities.

9. **ENVIRONMENT**

Only projects without negative environmental impacts will be supported.

10. **RATES OF RETURN**

Not applicable.

11. **INVESTMENT CRITERIA**

11.1 **Catalytic effect**

The implementation of the project will strengthen the partnership process between the regional and local partners in terms of responsibilities taken, decision making, priorities set and between the government and the region in promoting sustainable development and co-operation.

11.2 **Co-financing**

Besides the Phare funds, the following national co-financing will be provided:

- Ministry of Labour, Family and Social Affairs: 1,500,000 €
- Ministry of Information Society: 650,000 €

Grant Scheme:

The rate of the generally available maximum public support (Phare and national public co-financing) is 90% of the individual project’s costs. The beneficiaries must participate with a 10% minimum own-financing of the total eligible costs of individual projects, including taxes, which cannot be recuperated. No part of the eligible public grant, be it financed by Phare or by the Slovene public authorities, may cover payments towards or be offset against customs duties, import duties, taxes or fiscal charges having equivalent effect.

The rate of Phare support within total public support cannot exceed 75%, while the Ministry of Labour, Family and Social Affairs or Ministry of Information Society will finance 25% of the total public support.

The secretariat, responsible for on going monitoring of the grant scheme, will be co-financed by the MoLFS.

11.3 **Additionality:**

The Phare funds will provide additional funds to the existing national instruments in order to support human resource development.
11.4 Project Readiness and Size:
The Tender Dossier for Grant Scheme will be prepared 2 months after the signature of the Financial Memorandum.

11.5 Sustainability:
Long-term sustainability will be one of the selection criteria for projects. Only organisations being able to provide the sustainability of projects proposed will be supported.

11.6 Compliance with the state aids provisions
Each state grant allocated by Slovenia, as stipulated in Article 65(4) of the Europe Agreement, shall be assessed taking into account the fact that Slovenia is to be considered as an area equal to Community areas described in Article 87(3)a of the Treaty Establishing the European Community. All actions financed by Phare will be carried out in line with the Practical Guide for ISPA, SAPARD and PHARE contract procedures and will respect the state aid and competition provisions of the Europe Agreement.

11.7 Contribution to National Development Plan 2001 - 2006
The proposed project, its objectives and activities foreseen will contribute to the fulfilment of the aims set in the National Development Plan of Slovenia. In particular, the project will contribute to the NDP Priority No. 2 Knowledge, Human Resource Development and Employment; Programme 1: Employability and life-long learning, (a) Improving employability and preventing long-term unemployment of labour force. In parallel, the project will also contribute to the Priority No. 3 Information Society, Infrastructure and Quality of Living, Programme 1: Information society.

12. Conditionality and Sequencing
The pre-conditions for the project’s start are:
- The necessary documentation (tender dossier for Grant Scheme) will be available 2 months after the signature of the FM.
- The relevant certificate on national vocational qualifications will be developed by the project start.

Main milestones in the implementation of the project:
- Nomination of the Steering Committee
- Nomination and approval of the Evaluation Committee
- Preparation and approval of the tender documents for Grant Scheme
- Call for Proposals
- Selection of projects
- Contracting
- Implementation of projects by beneficiaries
- Subcontracting according to PRAG if foreseen in the contracts
- Monitoring of implementation
- Reporting to the Phare review meetings
- Reporting to the SMSC for economic and social cohesion
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. List of relevant Laws and Regulations
5. Reference to relevant Government Strategic Plans and Studies.
### ANNEX I: LOGICAL FRAMEWORK MATRIX IN STANDARD FORMAT

**PHARE LOG FRAME**

<table>
<thead>
<tr>
<th>LOGFRAME PLANNING MATRIX FOR</th>
<th>Programme name and number</th>
<th>2003/004-938-14</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improving digital literacy of unemployed</td>
<td>Contracting period expires: 30 November 2005</td>
<td>Disbursement period expires: 30 November 2006</td>
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</table>

<table>
<thead>
<tr>
<th>Overall objective</th>
<th>Objectively Verifiable Indicators</th>
<th>Sources of Verification</th>
</tr>
</thead>
<tbody>
<tr>
<td>To increase human resources potentials in Slovenia.</td>
<td>Social and employment problems decreased by the end of the project</td>
<td>Statistical data</td>
</tr>
<tr>
<td>To provide a foundation of experience in operating an integrated scheme of interventions in conformity with EU Structural Funds regulations and practice, especially in line with the ESF policy fields.</td>
<td></td>
<td>Joint Assessment of the Employment Priorities (JAP implementation reports)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project purpose</th>
<th>Objectively Verifiable Indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>To improve human resources capacities and skills</td>
<td>Number of people benefiting directly (Frequency: monthly)</td>
<td>Employment Service of Slovenia reports</td>
<td>Programme implementation and sufficient staff in place.</td>
</tr>
<tr>
<td>To help the unemployed become adaptable to economic and structural changes and to be able to use new information technologies, with an aim to increase their employability</td>
<td></td>
<td>Reports on the programme implementation</td>
<td></td>
</tr>
<tr>
<td>To raise the level of computer literacy, skills and awareness of the unemployed in the area of information technology</td>
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<tr>
<td>To facilitate labour market flexibility and workforce mobility</td>
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<tr>
<td>To test the Employment Service of Slovenia in the role of a final beneficiary and it’s absorption capacity for implementation of measures, eligible for ESF funding</td>
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Total budget: 7.75 € million Phare budget: € 5.6 million
### Results

- Trained teachers and trainers in the field of IT training of unemployed
- IT training programmes developed
- Groups of trainees within the target groups identified, and motivated for training
- Number of unemployed from the priority target groups trained
- Number of the trained unemployed will receive a national certificate on vocational qualifications and/or European Computer Driving Licence (ECDL) certificate

### Objectively Verifiable Indicators

- **Resource:**
  - Funding (Frequency: monthly)
- **Output:**
  - Number of unemployed trained, by gender, age, prior unemployment status (Targets: 10,000 – 20,000 unemployed participating in training, 50% women, 50% of young people, 50% long-term unemployed, 5% disabled; Frequency: monthly)
  - Number of teachers and trainers participating in the training programme, by gender (Targets: 100 teachers and trainers, 50% women; Frequency: monthly)
  - Number of institutions supported with training and equipment (Frequency: monthly)
- **Result:**
  - Number of unemployed completed training, by gender (Targets: 10,000 trained, 50% women; Frequency: quarterly)
  - Number of completions with certification (Target: 500 unemployed acquired a recognised certificate; Frequency: quarterly)
- **Impact:**
  - Follow-up status (Targets: 50% participants employed within 6 month, 75% within 1 year; Frequency: half-annual)

### Sources of Verification

- Reports on implementation of the programme
- Employment Service of Slovenia reports
- Reports by experts and selected projects under the grant scheme
- Evaluation reports.

### Assumptions

- Quality of the projects
- Interest and competencies of partners
- Competencies of Employment service of Slovenia.

### Activities

<table>
<thead>
<tr>
<th>Grant Scheme</th>
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<tbody>
<tr>
<td>Training of trainers</td>
</tr>
<tr>
<td>Identification, motivation and selection of trainees within the target groups</td>
</tr>
<tr>
<td>Development of IT training programmes</td>
</tr>
<tr>
<td>Implementation of IT training programmes</td>
</tr>
</tbody>
</table>

### Means

- Grant scheme
- Service contract for secretariat

### Assumptions

- Project management staff trained in Phare PRAG procedures and reporting
- Commitment and competencies of all the stakeholders and partners.
## Preconditions

<table>
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<tr>
<th>Preconditions</th>
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<tbody>
<tr>
<td>- The necessary co-financing is provided</td>
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<td>- The ESS excepts its role of a secretariat and is ESS nominated future Final Beneficiary</td>
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<tr>
<td>- IT monitoring system enabling the grant scheme monitoring is in place and operational</td>
</tr>
<tr>
<td>- The relevant national certificate on vocational qualifications developed</td>
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</table>
ANNEX 2: DETAILED IMPLEMENTATION CHART

Project title: **Improving digital literacy of unemployed**
Phare funds: € 5,600,000
National co-financing: € 2,150,000
TOTAL: € 7,750,000

<table>
<thead>
<tr>
<th>Activities</th>
<th>Project period in quarters of the year</th>
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</thead>
<tbody>
<tr>
<td>Approval by the EC</td>
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<tr>
<td><strong>Grant Scheme</strong></td>
<td></td>
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<tr>
<td>1. Completion of tendering documentation, issue of the call for proposals</td>
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<tr>
<td>2. Evaluation and selection of projects</td>
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<td>3. Contracting – start of project activities</td>
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<td>4. Monitoring and implementation</td>
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<td>5. Projects review and evaluation</td>
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<tr>
<td><strong>Secretariat</strong></td>
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<tr>
<td>Arrangements for the implementation of the Grant Scheme agreed with the secretariat and set in place</td>
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**ANNEX 3: CONTRACTING AND DISBURSEMENT SCHEDULE (IN QUARTERS OF THE YEAR)**

Project title: **Improving digital literacy of unemployed**

Phare funds: € 5,600,000  
National co-financing: € 2,150,000  
TOTAL: € 7,750,000

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<td>Component 1 - Grant Scheme</td>
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<td>Component 2 - Secretariat</td>
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<td>1.750</td>
<td>1.850</td>
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<td>4.250</td>
<td>5.600</td>
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ANNEX 4: LIST OF RELEVANT LAWS AND REGULATIONS

1. The Employment and Unemployment Insurance Act (Official Gazette of the Republic of Slovenia, 5/91 with changes)

2. National Programme of Development of the Labour Market and Employment to the Year 2006 (Official Gazette of the Republic of Slovenia, No. 92/01)

3. Regulation on the Implementation of Measures of the Active Employment Policy (Official Gazette of the Republic of Slovenia, 64/01)


5. Commission Regulation (EC) No 1159/2000 of 30 May 2000 on information and publicity measures to be carried out by the Member States concerning assistance from the Structural Funds


ANNEX 5: LIST OF RELEVANT GOVERNMENT STRATEGIC PLANS AND STUDIES

1. Joint Assessment of the Employment Policy Priorities of Slovenia (JAP)
2. Guidelines of the Active Employment Policy for the years 2002 and 2003
3. Active Employment Policy Programmes for the year 2002
11. Guidelines for the preparation on vocational education and training programmes
12. Phare SL-9706 MOCCA Project Reports, in particular the Pre-accession strategy in the field of Human Resources Development in Slovenia, 2000
13. Memorandum on Vocational Education and Training, 2000