

ANNEX 2

MINISTRY OF EDUCATION, CULTURE, YOUTH AND
SPORTS

ANNUAL PROGRAMME 2007

OF THE EUROPEAN FUND FOR THE
INTEGRATION OF THIRD-COUNTRY
NATIONALS

MEMBER STATE:	MALTA
FUND:	European Fund for the Integration of Third-country Nationals
PERIOD:	2008
RESPONSIBLE AUTHORITY:	Ministry for Education and Culture, Youth and Sports Casa Leone, Main Street, Sta. Venera, Malta

VALLETTA, 17TH OCTOBER, 2008

Content

Content	
1. General rules for selection of projects to be financed under the programme	
1.1. Selection of national projects	
1.2. Selection of individual projects.....	
2. Changes in the management and control systems	
3. Actions to be supported by the programme under the priorities chosen	
3.1. Actions implementing priority 1	
3.2. Actions implementing priority 2	
3.3. Actions implementing priority 3	
4. Technical assistance	
4.1. Purpose of technical assistance	
4.1. Expected quantified results	
4.2. Visibility of EC funding.....	
5. Draft financial plan	

1. General rules for selection of projects to be financed under the programme

The selection of projects co-financed from the European Fund for the Integration of third-country nationals within the annual programme 2007 shall be carried out in compliance with the approved common system of management and control for the Manual of Internal Control procedures adopted by the European Union Programmes Agency – EUPA (Delegated Authority) and approved by the Ministry of Education, Culture, Youth and Sport – MALTA (MLT) for the period 2007 to 2013. The system is adjusted in the way as to enable the implementation of projects co-financed from the European Fund for the Integration of third-country nationals in the form of individual projects and national projects. The responsible authority ensures that the process of selection of all projects is transparent and contains the mechanisms preventing the occurrence of the conflict of interest.

Prevention of conflict of interest

Prevention of conflict of interest is binding for the following areas and involved persons, their family members or persons with another close relationship:

- Evaluation and approval of national and individual projects

Persons assigned with evaluation of grant applications for national and individual projects or with the control of those processes may not be involved either in preparation or the implementation of national and individual projects on the part of the applicant for a grant for a national or individual project.

- Implementation, monitoring and evaluation of national and individual projects

Persons performing tasks of the responsible authority at financial management, monitoring and evaluation of national and individual projects (preliminary verification of payment requests, technical and physical aspects of the project implementation, payment approval, implementation and accounting) may not be involved in the implementation of national or individual project on the part of the grant recipient.

- Implementation, monitoring and evaluation of national projects in case the Ministry of Education, Culture, Youth and Sport is concurrently the recipient of the grant for the national project

If national projects are submitted by the units of the MEDC of the MLT, the tasks of the grant recipient are always fulfilled by EUPA. EUPA will not be a grant recipient, and persons performing the tasks of the responsible authority at financial management, monitoring and evaluation of national and individual projects (preliminary check of payment requests, check of general side of the project implementation, payment approval, implementation and accounting) or the check of those may not be involved in the implementation of national or individual project on the part of the grant recipient. In compliance with the EU rules, authority, institutionally separated from the responsible and certification authority, performs in the conditions of the MLT a task of the audit authority of the common system of management and control of funds of the programme Solidarity and Management of Migration Funds. The call for proposals will be conducted in an open and transparent manner, where both public bodies as well as NGOs can compete on an equal footing, and that the recipient will be selected on the basis of objective criteria.

1.1. Selection of national projects (executing mode)

National project is a type of the project with the actions of which a unit of the MEDC of MLT, another ministry or another body of state administration is assigned due to the reason that:

- the project cannot be implemented by any other institution, since the unit of the MEDC of MLT, another ministry or another body of state administration is in monopoly position and this position is resulting from the generally binding legal regulations;
- the project cannot be implemented as an individual project upon the challenge due to security reasons;

Description of actions, objectives and outputs of national project and time schedule of selection and implementation of national projects is contained in the annual programme.

After approval of the annual programme, the responsible authority shall ask the unit of the MEDC, another ministry or another body of the state administration which might be the grant recipient for the elaboration of the grant application for a national project pursuant to the approved annual programme. The application must contain the stated legal regulation including the description of competencies or security reasons which shows a monopoly right for the project implementation.

The grant application for a national project is evaluated by the committee set up in the EUPA, being the Delegated Authority. The Delegated Authority will not be implementing projects.

Indicative time schedule

Launch of call for proposals and submission of grant applications: 3rd quarter 2007

Evaluation of applications: 4th quarter 2007

Signing of grant agreements and start of implementation – On formal approval of AP and in line with eligibility period

1.2. Selection of individual projects (awarding mode)

The responsible authority shall prepare the announcement of the call for proposal for grant applications. In cooperation with EUPA, it elaborates the draft call and draft annexes (grant application and budget forms, guidelines for grant applicant, grant agreement template and other supportive documents, e.g. status of the Committee for the project selection). It shall submit the proposal for amendment procedure pursuant to procedures of the operating manual of the responsible authority for the European Fund for the Integration of third-country nationals. After incorporation of comments the National Coordinator of EUPA together with the Director EU Affairs in MEDC, shall carry out preliminary check of content of the call and annexes. Upon the check it shall submit the draft call for approval to the Permanent Secretary, MEDC.

The call will be published in the way as to be publicly available including ensuring the dissemination of information to the public (in periodical with national coverage, on the

internet site of the MEDC of MLT and EUPA, on the internet site for the European Fund for the Integration of Third Country Nationals). Grant applications meeting the rules set in the call shall be included by the delegated authority in the two-stage evaluation process (evaluation by external evaluators and review by the Selection Committee). Grant agreements are signed by the statutory representative of the responsible authority, the delegated authority and by the statutory representative of the grant recipient. After selection of projects the delegated authority shall arrange training aimed at assistance to grant recipients at the project implementation.

Indicative time schedule

Launch of call for proposals and submission of grant applications: 3rd quarter 2007

Evaluation of applications: 4th quarter 2007

Signing of grant agreements and start of implementation – On formal approval of AP and in line with eligibility period

YEAR COVERED: 2007

(a) **CAPACITY** of the entity to implement the project.

The potential of the management of the entity submitting the application and its experience and expertise in the running of the operation was evaluated. In particular, the PSC analyzed the experience of the project leader and the people directly involved in the project and their familiarity with EU funding. In addition to this, their technical expertise in relation to the subject-matter of the project was examined. Importance was also given to the overall management capacity of the applicant, as in regards to its administrative and other support services in order to be able to respond to the project demands. Finally, the financial capacity of the applicant entity to be able to fund the required local part of co-financing of the project was examined.

(b) **RELEVANCE**.

The projects were adjudicated a score according to their relevance to the particular needs and constraints of Malta and the priorities of the Fund.

(c) **READINESS** to implement the project

The level of preparedness for the initiation of the project was tested. This was done in order to ensure that the project will not be hindered by lengthy processes (for e.g. it doesn't need permits or studies) and has high probability of being finalized within the set time-frames.

(d) **EFFICIENCY** in the financial allocation and management of the co-financing provided and the **EFFECTIVENESS** of the actions that will be carried out with the assistance of the Fund;

The proportionality of the budget being requested in respect to the objectives of the project being presented was analyzed. Furthermore, the project was examined in order to ensure the coherence of the overall project design as well as the clarity and feasibility of the plan of action. Finally the sustainability of the actions undertaken was considered.

(e) INDICATORS

The PSC assessed the clarity and measurability of the indicators provided in the application. It also considered what tangible impacts can be concluded from the indicators presented, in order to evaluate how realistic and reachable the expected results are. The criteria mentioned above were indicated in the guidelines which were issued with the application form with the aim of informing applicants beforehand on what basis their projects will be judged.

2.Changes in the management and control systems

No changes.

3.Actions to be supported by the programme under the priorities chosen

In the programming year 2007 the events in all priorities selected by MLT in multi-annual programme for the years 2007 – 2013 shall be supported. Support of actions is directly related to the elaboration of the national concept of integration policy. Its elaboration shall be the main action supported in the first half of the year 2008 on which the support for the remaining actions shall depend. Malta shall not be able to implement the resources from the fund without its elaboration and thus it becomes a bearing action in the annual plan 2007. Third country nationals with legal stay without differentiation in the length of the stay were defined as the target group.

The set objectives shall be monitored and evaluated via **measurable indexes – indicators**. The indicators defined for every priority shall measure progress achieved via implementation of the supported events. Due to that reason the starting values of individual indicators are not provided. The indicators of result and impact which are not quantified shall be followed in term of quantity and they shall be evaluated by a verbal description of the achieved level of fulfilment of the set objectives.

Pursuant to Article 33 par. 3 the last sentence of the Decision of the Council No. 2007/435/EC¹ is the period of eligibility of expenses financed from the annual programme 2007 set till the end of the year 2009.

¹ Decision of the Council of 25th May, 2007 No. 2007/435/EC establishing the European Fund for Integration of third-country nationals for the period 2007 to 2013 as part of the General Programme Solidarity and Management of Migration Flows (OJ L 168/18, 28. 6. 2007)

3.1. Actions implementing priority 1: Implementation of actions aimed at putting the ‘Common Basic Principles for immigrant integration policy in the European Union’ into practice.

Actions of this priority are first oriented towards newly arrived third-country nationals and include the programmes and activities dedicated to support new arrivals from third countries to obtain basic knowledge about Malta and integrate them into society. This is to note that the need for integration of third-country nationals live in Malta for limited time differs from those planning to stay longer. The Commission communication ‘A Common Agenda for Integration for Integration: Framework for the Integration of third-country nationals in the European Union’ indicates general basic principles for immigrant integration policy implemented by the following actions:

3.1.1 - Action 1

Improvement of procedures for preparation of admission procedure to ensure better integration process.

a) Purpose and scope of the action

The purpose of this action is to improve the procedures for preparation and implementation of admission procedure for the third-country nationals. The admission procedure is prepared in consultation and cooperation with interested institutions and experts and ensures better conditions for the integration of third-country nationals. In consultation with experts from different areas it could be possible to clearly define the needs of third-country nationals and correspondingly harmonise the admission procedures. While improving the admission procedures, consultations may be held with institutions, experts, non-governmental organizations from other countries, etc., information may be exchanged on the needs of third-country nationals, immigration and integration processes. This action will enhance the states capacities to harmonise admission procedures and needs for integration and improve the quality of admission procedures, etc.

b) Expected grant recipients

Final beneficiaries are defined according to rules established in the Council Decision 2007/435/EC and other EU Legal acts regarding implementation of the Integration Fund Programme. Final beneficiaries are public or private legal persons registered and acting in the Republic of Malta or public legal persons which registration in the Republic of Malta is not necessary according to the national legislation. Therefore the non-governmental organizations (hereinafter referred to as the NGOs), national, regional and local authorities, non-profit organizations, private or public-law companies or international organizations can be the applicants and final beneficiaries.

c) Where appropriate justification regarding project(s) implemented directly by the responsible authority acting as an executing body

Not applicable. Awarding mode used and the Responsible Authority is not going to be a final beneficiary.

d) Expected quantified results and indicators to be used

According to the purpose of this action, the following indicators will be used:

number and types of consultation meetings and expert group meetings; amount and type of collected data; number and categories of interested parties (e.g. experts, third-country nationals, NGO, public representatives, different national, regional and local governance representatives) taking part in consultation process; number of revised admission procedures.

e) Visibility of EC funding

Visibility of EC funding will be guaranteed using the publicity measures. These measures are used in order to inform potential final beneficiaries about the possibilities of a common support of EU and the Republic of Malta and also to inform the broad public about the role of the cooperation of EU and the Republic of Malta in giving the support as well as its results. The responsible Authority will prepare the national rules of information about the support of Integration Fund Programme and visibility of the support given. The Delegated Authority will also be involved in the process of preparing the abovementioned rules. Information and publicity is performed at two levels – the level of Integration Fund Programme and the level of projects supported by the Integration Fund. Publicity measures at the level of Integration Fund Programme are performed by the Responsible Authority. This authority presents the Integration Fund objectives, priorities, activities, results of programme implementation, guarantees the access to the multi-annual and annual programmes, etc. in various ways and means. At the level of projects the publicity measures are performed by the Delegated Authority and the final beneficiaries. The Delegated Authority plans and performs the information and publicity actions. Final beneficiaries also must perform activity of information and publicity using posters, information material, publications, announcements in the media, etc. All the publicity measures must contain the emblem of EU with reference to EU funding and the other required symbols.

f) Complementarity

Complementarity with similar actions financed by other EC instruments of appropriate Actions supported by the Integration Fund will supplement the actions implemented by the European Refugee Fund (hereinafter referred to as the ERF). Considering the actions implemented by these and other EU instruments as well as the national programmes, the projects under the Integration Fund Programme in Malta will be selected in pursuance of avoiding double financing. The Responsible and the Delegated Authorities will seek to ensure that the support of Integration Fund Programme will not duplicate the actions supported under the abovementioned instruments and national programmes. Complementarity will be achieved by the consultations in the project selection phase with other institutions administering respective programmes, also by the regular relations among these institutions as well as the establishment of the prohibition of double EU financing in the Guidelines for applicants – activity cannot be financed by the Integration Fund programme and other EC as well as national programmes at the same time, etc.

f) Financial information

Preliminary financial information is given in the table Draft Financial Plan.

3.1.2 - Action 2

Development and improvement of programmes and activities for introduction of newly arrived third-country nationals to the Maltese society and knowledge about Malta.

a) Purpose and scope of the action

Introductory programmes and courses where third-country nationals could learn Maltese language and strengthen their knowledge about Malta are of great importance. They allow third-country nationals better to understand the Maltese society and easier adjust to it. Such introductory programmes and courses should provide an opportunity to get command of Maltese language as well as obtain knowledge on history of Malta, institutions, social and economic situation cultural life and fundamental norms and values. Courses could be organised taking into account the appropriate level of knowledge of third-country nationals. This action will enhance the knowledge of third-country nationals about Malta, its society and fundamental norms and this will promote the integration of third-country nationals into our society.

b) Expected grant recipients

Final beneficiaries are defined according to rules established in the Council Decision 2007/435/EC and other EU Legal acts regarding implementation of the Integration Fund Programme. Final beneficiaries are public or private legal persons registered and acting in the Republic of Malta or public legal persons which registration in the Republic of Malta is not necessary according to the national legislation. Therefore the non-governmental organizations (hereinafter referred to as the NGOs), national, regional and local authorities, non-profit organizations, private or public-law companies or international organizations can be the applicants and final beneficiaries.

c) Where appropriate justification regarding project(s) implemented directly by the responsible authority acting as an executing body

Not applicable. Awarding mode used and the Responsible Authority is not going to be a final beneficiary.

d) Expected quantified results and indicators to be used

According to the purpose of this action, the following indicators will be used:

Number and types of new developed and improved introductory programmes; number and types of organised courses; number and categories of third-country nationals taking part in the courses.

e) Visibility of EC funding

As stated under Action 1

f) Complementarity

As stated under Action 1

g) Financial information

Preliminary financial information is given in the table Draft Financial Plan.

3.1.3 - Action 3

Development and improvement of flexible introductory programmes and activities allowing third-country nationals to work and study at the same time

a) Purpose and scope of the action

It is important to ensure that third-country nationals legally residing in Malta could not only work or learn but also take part in the activities supported by the Integration Fund. For that purpose these activities and programmes should be fairly flexible, for example, part-day courses could be arranged as well as intensive teaching modules, distance or electronic training systems and similar. Hereby more third-country nationals could have the opportunity to take part in activities of promoting the integration. This action will promote more effective participation of third-country nationals in the introductory programmes and courses, improve knowledge of third-country nationals about Malta and enhance their skills for the integration.

b) Expected grant recipients

Final beneficiaries are defined according to rules established in the Council Decision 2007/435/EC and other EU Legal acts regarding implementation of the Integration Fund Programme. Final beneficiaries are public or private legal persons registered and acting in the Republic of Malta or public legal persons which registration in the Republic of Malta is not necessary according to the national legislation. Therefore the non-governmental organizations (hereinafter referred to as the NGOs), national, regional and local authorities, non-profit organizations, private or public-law companies or international organizations can be the applicants and final beneficiaries.

c) Where appropriate justification regarding project(s) implemented directly by the responsible authority acting as an executing body

Not applicable. Awarding mode used and the Responsible Authority is not going to be a final beneficiary.

d) Expected quantified results and indicators to be used

According to the purpose of this action, the following indicators will be used:

Number and types of newly developed and improved introductory programmes; number and types of organised courses; number and categories of third-country nationals taking part in the courses; number of adjustments made in the introductory programmes and activities.

e) Visibility of EC funding

As stated under Action 1

f) Complementarity

As stated under Action 1

g) Financial information

Preliminary financial information is given in the table Draft Financial Plan.

3.2 Action implementing Priority 2 – Development of indicators and evaluation methodologies to assess progress, adjust policies and measures and to facilitate co-ordination of comparative learning.

Integration of third-country nationals is a dynamic process where competence and practice are of great importance. Constant comparison and control of policy trends and measures make a positive impact on the development of integration. Seeking to achieve higher efficiency, a decisive role lays with clearly defined evaluation measures. Different researches, studies, evaluation methodologies, indicators and other similar tools for monitoring and evaluation of integration process progress should be promoted in all levels of integration management. The priority is implemented by the following actions:

3.2.1 - Action 4

Carrying out of research on aspects of admission procedure

a) Purpose and scope of the action

Seeking to find out positive and negative aspects of admission procedure and conducted programmes it is necessary to contribute to evaluation of the admission procedure, programmes and activities by supporting interested parties, for example, NGO's, including third-country nationals organisations, as well as companies, regions or local governance institutions representative research and various studies. This action will improve the knowledge on effectiveness and benefit of admission procedures and programmes and also identify positive and negative impact on integration process. According to the results of these researches and studies, the quality of admission procedures and carried out programmes as well as related legal acts could be improved.

b) Expected grant recipients

Final beneficiaries are defined according to rules established in the Council Decision 2007/435/EC and other EU Legal acts regarding implementation of the Integration Fund Programme. Final beneficiaries are public or private legal persons registered and acting in the Republic of Malta or public legal persons which registration in the Republic of Malta is not necessary according to the national legislation. Therefore the non-governmental organizations (hereinafter referred to as the NGOs), national, regional and local authorities, non-profit organizations, private or public-law companies or international organizations can be the applicants and final beneficiaries.

- c) Where appropriate justification regarding project(s) implemented directly by the responsible authority acting as an executing body

Not applicable. Awarding mode used and the Responsible Authority is not going to be a final beneficiary.

- d) Expected quantified results and indicators to be used

According to the purpose of this action, the following indicators will be used:

Number and types of studies and researches conducted; number and types of reports and recommendations submitted; taking into account the recommendations, the number and types of adjustments made in admission procedures; number and categories of interested parties (e.g. experts, third country nationals, NGOs, public representatives, representatives of various levels of national and local government) taking part in consultation process; number and types of arranged consultation meetings.

- e) Visibility of EC funding

As stated under Action 1.

- f) Complementarity

As stated under Action 1..

- g) Financial information

Preliminary financial information is given in the table Draft Financial Plan.

3.2.2 - Action 5

Creation and implementation of the systems dedicated to collect and analyse information on the needs of various categories of third country nationals

- a) Purpose and scope of the action

Seeking to improve the integration process, first, it is necessary to identify the needs of various categories of third-country nationals in the area of integration especially, in respect of

women, youth children, elderly people, disabled or illiterate people needs. Seeking to achieve this objective the research could be carried out in the immigrant communities so as to find out what is the best way to satisfy the needs of these people as well as to create and improve various indicators and evaluation methodologies dedicated to evaluate the introductory programmes and integration policy in general also the appropriateness and adaptability to specific groups of third-country nationals and similar. This action will improve the knowledge about the needs of third-country nationals in the area of integration, strengths and weaknesses of integration policy as well as their conformity to specific needs of third-country nationals groups.

b) Expected grant recipients

Final beneficiaries are defined according to rules established in the Council Decision 2007/435/EC and other EU Legal acts regarding implementation of the Integration Fund Programme. Final beneficiaries are public or private legal persons registered and acting in the Republic of Malta or public legal persons which registration in the Republic of Malta is not necessary according to the national legislation. Therefore the non-governmental organizations (hereinafter referred to as the NGOs), national, regional and local authorities, non-profit organizations, private or public-law companies or international organizations can be the applicants and final beneficiaries.

c) Where appropriate justification regarding project(s) implemented directly by the responsible authority acting as an executing body

Not applicable. Awarding mode used and the Responsible Authority is not going to be a final beneficiary.

d) Expected quantified results and indicators to be used

According to the purpose of this action, the following indicators will be used:

Number and types of created evaluation systems, methodologies, indicators, conducted researches; number and types of collected quantitative and qualitative data; number and types of submitted reports and recommendations; number and categories of third-country nationals involved in the evaluation collected quantitative and qualitative data; number and types of submitted reports and recommendations; number and categories of third-country nationals involved in the evaluation process; considering the recommendations, the number and types of made corrections admission procedures and programmes.

e) Visibility of EC funding

As stated under Action 1

f) Complementarity

As stated under Action 1

g) Financial information

Preliminary financial information is given in the table Draft Financial Plan.

3.3 Actions implementing Priority 3 – Policy capacity building, co-ordination and intercultural competence building in the Member State across the different levels and departments of government.

Considering the fact that there is no single policy on integration of third-country nationals in Malta and one single institution responsible for this activity it is important to develop the intercultural competence and cooperation of state and municipal institutions and offices as well as companies. Capacity strengthening and raising of intercultural competence should be carried out on national, regional and local level including all associated institutions, bodies and offices providing public or private services. Also the issue of intercultural competence should be included into the employment, education and other policy areas. Seeking to ensure smooth and efficient policy of integration it is necessary to strengthen the administrative capacities of persons working for different institutions as well as to create the mechanisms that would ensure an efficient exchange of information and experience among these subjects, and similar. Priority will be implemented by the following actions:

3.3.1 - Action 6

Training on the intercultural competence, capacity strengthening and diversity management for policy makers, servants and other persons working in the areas pertinent to the objectives of the Integration Fund.

a) Purpose and scope of the action

Intercultural and inter-religious training is very important for policy makers and other interested parties associated with the objectives of the Integration Fund and activities carried out. These training courses are especially important for the staff working in the sectors of public services who provide direct consultation or in any other way provide services to third-country nationals, for example, workers in the institutions or services responsible for the admission policy, recognition of qualification of third-country nationals, information supply, education and similar. While preparing the intercultural, inter-religious and diversity management training it is important to emphasise the needs of specific groups of third country nationals, i.e. women, youth and children, elderly people, disabled or illiterate persons. This action will improve knowledge of policy makers and other interested persons on the diversity management and intercultural competence, enhance their capacities to manage the functions they are delegated, what will improve the quality of integration policy measures.

b) Expected grant recipients

Final beneficiaries are defined according to rules established in the Council Decision 2007/435/EC and other EU Legal acts regarding implementation of the Integration Fund Programme. Final beneficiaries are public or private legal persons registered and acting in the Republic of Malta or public legal persons which registration in the Republic of Malta is not necessary according to the national legislation. Therefore the non-governmental organizations

(hereinafter referred to as the NGOs), national, regional and local authorities, non-profit organizations, private or public-law companies or international organizations can be the applicants and final beneficiaries.

- c) Where appropriate justification regarding project(s) implemented directly by the responsible authority acting as an executing body

Not applicable. Awarding mode used and the Responsible Authority is not going to be a final beneficiary.

- d) Expected quantified results and indicators to be used

According to the purpose of this action, the following indicators will be used:

Number and types of organised training courses; number and categories of participants in the training; amount and types of information and material prepared.

- e) Visibility of EC funding

As stated under Action 1

- f) Complementarity

As stated under Action 1

- g) Financial information

Preliminary financial information is given in the table Draft Financial Plan.

3.3.2 - Action 7

Creation and improvement of the systems for cooperation, co-ordination and maintenance of relations of competent institutions and other interested parties

- a) Purpose and scope of the action

Seeking to improve the quality of decisions made in the area of integration policy, the adoption procedures and other measures for pursue of integration policy it is necessary to promote the cooperation of competent institutions, organizations and different sectors of governance but also with NGOs and other interested parties, including third-county national's organisations and their representatives. Various exchange and consultation platforms may be developed and improved which aim at strengthening the capacities of government and other interested parties in the area of immigration and integration policy as well as co-ordination networks may be created and improved in various government levels and sectors to implement, monitor and evaluate the integration policy pursued, and other similar mechanisms. This action will strengthen the co-ordination in integration policy across the different government levels and sectors, cooperation among different government institutions

and other interested parties and also enhance the capacity of interested parties to manage immigration and integration policy measures.

b) Expected grant recipients

Final beneficiaries are defined according to rules established in the Council Decision 2007/435/EC and other EU Legal acts regarding implementation of the Integration Fund Programme. Final beneficiaries are public or private legal persons registered and acting in the Republic of Malta or public legal persons which registration in the Republic of Malta is not necessary according to the national legislation. Therefore the non-governmental organizations (hereinafter referred to as the NGOs), national, regional and local authorities, non-profit organizations, private or public-law companies or international organizations can be the applicants and final beneficiaries.

c) Where appropriate justification regarding project(s) implemented directly by the responsible authority acting as an executing body

Not applicable. Awarding mode used and the Responsible Authority is not going to be a final beneficiary.

d) Expected quantified results and indicators to be used

According to the purpose of this action, the following indicators will be used:

Number and types of established and improved consultation platforms, co-ordination networks and similar mechanisms; number and categories of participants; number of organised meetings; amount of prepared information and material.

e) Visibility of EC funding

As stated under Action 1

f) Complementarity

As stated under Action 1

g) Financial information

Preliminary financial information is given in the table Draft Financial Plan.

4. TECHNICAL ASSISTANCE

4.1 Purpose of the technical assistance

The purpose of the technical assistance is to assist the Responsible Authority and the Delegated Authority effectively to implement the Integration Fund Programme. Resources for technical assistance shall be provided by the European Union Programmes Agency. The

purpose of use of resources of technical assistance are actions related to the preparation of the annual programme 2007, with evaluation and selection of national projects and individual projects, monitoring and evaluation of implemented projects, control and audit.

Implementation of the Integration Fund Programme is a new activity for the Responsible Authority therefore it is necessary to ensure sufficient human and other resources. The technical assistance will finance the salary of key staff for the implantation of the programme. A part of expenses for technical and administrative assistance is related to the operational expenses such as e.g. publishing of calls and translations.

Most of the technical assistance will be assigned to the Delegated Authority. The technical assistance shall be within the annual programme 2007 used in compliance with the relevant provisions of the Decision and other EU rules and in compliance with the legal regulations of Malta.

The eligible technical assistance expenses include:

- expenditure related to the preparation, selection, appraisal, management and monitoring of actions (including computer equipment and consumables);
- expenditure related to audits and on-the-spot checks of actions or projects;
- expenditure for the preparation and translation of programming documents and evaluation reports for the needs of the Commission;
- expenditure related to the preparation, evaluation, selection, management, monitoring and evaluation of actions or projects of the annual programme;
- expenditure related to information dissemination and transparency in relation to actions;
- expenditure on the acquisition, installation and maintenance of computerised systems for the management, monitoring and evaluation of the Fund;
- expenditure on the meetings of monitoring committees and sub-committees relating to the implementation of actions (including the costs of experts);
- expenditure related to wages of permanent internal employees of the EUPA (according to rules established by EC) which shall perform the tasks related to the implementation of the annual programme 2007 – programming, implementation, monitoring, evaluation, financial management (preliminary financial control, payments), controls and audits;
- expenditure related to external consultants who shall perform the tasks related to the preparation of the call, preparation of the management and control system as well as operating manuals – internal acts of management of the responsible, certification authority and audit authority;
- expenses for technical equipment of the competent authorities;
- expenditure for visibility – website, lectures, information and promotional materials,
- education of internal employees, participation in foreign business trips in relation to the programme.

According to the listed measures, the technical assistance under the Annual Programme (2007) of the Integration Fund will support:

- Organization of meetings of the Project Selection and Monitoring Committee as well as the other actions related to the activities of this committee;
- Salaries of the key staff needed for the implementation of the programme within the Delegated Authority;
- Rental of computer equipment;
- Training of applicants and final beneficiaries related to preparation, management and implementation of their activity plans;
- Audits and on-the-spot checks;
- Services of independent assessors and other experts;
- Translation of the documentation;
- Participation in meetings of the common Committee Solidarity and Management of Migration flows and other international meetings;
- Information activities and publicity measures.

Public procurement:

All actions financed from the technical assistance of the fund such as e.g. translations and purchase of devices, creation of internet site are ensured in compliance with the public procurement act and on amendment and supplementation of some acts which is fully compatible with the EU legislation in this field.

Time schedule of the technical assistance use:

Beginning: January 2008 (programme activities not started – as per availability of funds)

End: June 2010

Financial information:

Community resources	A	66.021,05 €.	100.00 %
Public resources	B	0 €	0.00%
Total public resources	C= A+ B	66.021,05 €.	100.00 %
Private resources	D	0 €	0.00%

TOTAL	E= C+ D	66.021,05 €.	100.00 %
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4.2 Expected quantified results

After the technical assistance is given to the authorities designated to administrate the Integration Fund Programme, the following results are expected:

- Development and improvement of legal documentation of Integration Fund Programme (annual programmes, Guidelines for applicants and other documentation related to the call for applications, national rules for the subissin, evaluation and selection of projects, for monitoring of project implementation, for payment for expenditure incurred by projects, for the use of technical assistance funds, for information and visibility and other);
- Implementation of effective project and monitoring system (approximately 5 meetings of the Project Selection and Monitoring Committee);
- Implementation of effective project selection and monitoring system (approximately 5 meetings of the Project Selection and Monitoring Committee);
- Implementation of checks on the spot (depending on the number of applications submitted and he projects selected –cheeks performed by the Delegated and Responsible Authorities);
- Implementation of information and publicity measures (logo of the Integration fund Programme in Malta, booklets, poster, pens, etc);
- Verification and assessment of applications submitted as well as the other documentation of the Integration Fund Programme (independent assessment);

Name of indicator	Target value
Number of workers fulfilling the tasks related to the system of fund management and control	1
Number of workers of the joint system of management and control	1
Number of created internet sites on the fund	1
Number of published calls for proposal of grant applications	1
Number of computer sets for workers of management and control system	2
Number of USB keys	2
Number of printers	2
Number of translation materials (annual programme 2007, progress report, final report, documentation of the management and control system)	5
Number of attended trainings related to the system and fund management	2
Number of controls in place per one project	2

Number of information meetings with grant recipients	4
Number of sessions of committee for Solidarity and Management of Migration Flows	1
Number of contracts for works with external colleague of the responsible authority	3
Number of lectures, educational activities with knowledge on the fund	3
Number of articles on the actions co-financed from the fund published in the national periodic	2

4.3 Visibility of EC funding

Technical assistance is financed 100% from the EU budget, i.e. technical assistance from national budget is not financed. Seeking to guarantee the visibility of EC financing, the established requirements will be followed. The public procurement will be organised in order to create the logo for the Integration fund Programme in Malta. It will be compulsory to mark the documentation of the Integration Fund Programme and the acquired assets with the above mentioned and other mandatory symbols.

All expenses must be justified by the verifiable supporting documents (for example, invoices, receipts, official cheques and documents justifying labour expenditures, etc) that must be directly related with technical assistance measures and documents proving the payment (for example, an official abstract of bank account expenditure voucher and other document proving the payment was made in conformity with the expenditure supporting documents).

The actions related to the visibility and informing on the programme shall be implemented in compliance with the ***Plan of visibility of the European Fund for the Integration of third-country nationals 2007*** which the responsible authority shall adopt in the form of the internal act. These actions are planned and implemented in compliance with legal regulations of the EU. The plan of visibility of the European Fund for the Integration of third-country nationals contains also the rules of technical assistance visibility.

The responsible authority shall ensure the visibility via:

- the location of the EU sign on all written documents and materials which the responsible authority adopts (calls for proposal of project designs, directions, forms of grant application, written correspondence with grant applicants as well as grant recipients etc.);
- designation of all actions financed from the technical assistance with the sentence: “*Project is co-financed from the European Fund for the Integration of third-country nationals*”;
- location of the EU sign on all technical devices purchased from the technical assistance of the fund
- location of the EU sign and information on co-financing from the European Fund for the Integration of third-country nationals on all information materials, leaflets, documents etc.;
- location of the EU sign and information on the European Fund for the Integration of third-country nationals in the premises of the responsible authority (e.g. in entrance premises, offices etc.);

- informing participants on co-financing of the action from the European Fund for the Integration of third-country nationals in case of organizing conference, seminar, training.

All publications on which the information on co-financing from the European Fund for the Integration of third-country nationals shall appear, shall concurrently contain the information about the fact that the publication expresses the opinions of the author and the European Commission is not responsible for its content and use.

The responsible authority ensures:

a. Informing expected grant recipients

The responsible authority shall select the information every year which it shall not publish due to security measures. The information for expected grant recipients relate especially to:

- the conditions of eligibility for acquisition of financing within the annual programme;
- the description of procedure and time schedule of the evaluation and selection of grant applications;
- the evaluation criteria for the project selection;
- contact data for persons which may provide information on the annual programme.

b. Informing the public on the programme and projects co-financed from the European Fund for the Integration of third-country nationals

The responsible authority shall organize an information meeting after the approval of the annual programme which shall be aimed at presentation of priorities and objectives of the annual programme. After approval of the multi-annual programme an internet site shall be prepared with the information on the European Fund for the Integration of third-country nationals on which a programme for several years and all annual programmes shall be published. The site shall also contain a list of approved projects co-financed from the European Fund for the Integration of third-country nationals, list of grant recipients and amount of the allocated grant. The reference to the stated internet site shall be notified by the responsible authority to the Commission.

ANNUAL PROGRAMME 2007
European Fund for the Integration of Third-country nationals – MALTA

Annual Programme - Draft Financial Plan
Table 1 - Overview table

Member State: Malta

Annual programme concerned: Year 2007

Fund: The European Fund for the Integration of Third-Country Nationals

<i>(all figures in euro)</i>	Ref. priority	Ref. specific priority (1)	Community Contribution (a)	Public Allocation (b)	Private Allocation (c)	TOTAL (d= a+b+c)	% EC (e=a/d)	Share of total (f=d/total d)
Action 1:	1	-	20,217.00	6,739.00		26,956.00	75.00%	3.91%
Action 2:	1	-	90,990.38		30,330.00	121,320.38	75.00%	17.68%
Action 3:	1	3	124,200.00	41,400.00		165,600.00	75.00%	24.10%
Action 4:	2	-	110,000.00		36,666.00	146,666.00	75.00%	21.46%
Action 5:	2	1, 2	19,158.00	6,386.00		25,544.00	75.00%	3.75%
Action 6:	3	2, 4, 5	54,000.00		40,007.81	94,007.81	57.40%	13.7%
Action 7:	3	-	30,000.00	10,000.00		40,000.00	75.00%	5.8%
Technical assistance			66,021.05			66,021.05	100%	9.6%
Other operations (2)								0.00%
TOTAL			514,586.43	64,525.00	107,003.81	686,115.24	75%	100.00%

(1) if appropriate

(2) if appropriate

Mr. Frans Borg
Permanent Secretary
Ministry for Education, Culture, Youth and Sport

