

Table of Contents

<u>1. BASIC INFORMATION</u>	PAGE № 3
1.1 CRIS NUMBER	PAGE № 3
1.2 TITLE:	PAGE № 3
1.3 SECTOR	PAGE № 3
1.4 LOCATION:	PAGE № 3
<u>2. OBJECTIVES</u>	PAGE № 3
2.1 OVERALL OBJECTIVE	PAGE № 3
2.2 PROJECT PURPOSE	PAGE № 3
2.3 ACCESSION PARTNERSHIP (AP) AND NPAA PRIORITY	PAGE № 3
2.4 CONTRIBUTION TO NATIONAL DEVELOPMENT PLAN	PAGE № 4
2.5 CROSS BORDER IMPACT	PAGE № 4
<u>3. DESCRIPTION</u>	PAGE № 4
3.1 BACKGROUND AND JUSTIFICATION	PAGE № 4
3.2 RESULTS:	PAGE № 8
3.3 ACTIVITIES (INCLUDING MEANS)	PAGE № 9
3.4 LINKED ACTIVITIES	PAGE № 11
3.5 LESSONS LEARNED	PAGE № 11
<u>4. INSTITUTIONAL FRAMEWORK</u>	PAGE № 11
<u>5. DETAILED BUDGET</u>	PAGE № 13
<u>6. IMPLEMENTATION ARRANGEMENTS</u>	PAGE № 13
6.1 IMPLEMENTING AGENCY	PAGE № 13
6.2 TWINNING	PAGE № 13
6.3 NON-STANDARD ASPECTS	PAGE № 13
6.4 CONTRACTS	PAGE № 14
<u>7. IMPLEMENTATION SCHEDULE</u>	PAGE № 14
7.1 START OF TENDERING/CALL FOR PROPOSALS	PAGE № 14
7.2 START OF PROJECT ACTIVITY	PAGE № 14
7.3 PROJECT COMPLETION	PAGE № 14
<u>8. EQUAL OPPORTUNITY</u>	PAGE № 15
<u>9. ENVIRONMENT</u>	PAGE № 15
<u>10. RATES OF RETURN</u>	PAGE № 15
<u>11. INVESTMENT CRITERIA</u>	PAGE № 15
11.1 CATALYTIC EFFECT	PAGE № 15
11.2 CO-FINANCING:	PAGE № 15

11.3 ADDITIONALITY:	PAGE № 15
11.4 PROJECT READINESS AND SIZE	PAGE № 15
11.5 SUSTAINABILITY	PAGE № 15
11.6 COMPLIANCE WITH STATE AIDS PROVISIONS	PAGE № 16

<u>12. CONDITIONALITY AND SEQUENCING</u>	<u>PAGE № 16</u>
---	-------------------------

<u>ANNEX 1 LOGFRAME MATRIX</u>	<u>PAGE № 17</u>
---------------------------------------	-------------------------

<u>ANNEX 2 DETAILED IMPLEMENTATION CHART</u>	<u>PAGE № 24</u>
---	-------------------------

<u>ANNEX 3 CUMULATIVE CONTRACTING AND DISBURSEMENT SCHEDULE BY QUARTERS</u>	<u>PAGE № 25</u>
--	-------------------------

<u>ANNEX 4 LIST OF RELEVANT LAWS AND REGULATIONS</u>	<u>PAGE № 26</u>
---	-------------------------

<u>ANNEX 5 CONCEPTION FOR DEVELOPMENT OF THE AGENCY FOR DISABLED PERSONS FOR 2006 – 2008</u>	<u>PAGE № 26</u>
---	-------------------------

Standard Project Fiche

1. Basic Information

1.1 CRIS Number: **2006/018-343.05.01**

1.2 Title: **Strengthening of the capacity of the newly established Agency for Disabled Persons in planning and implementing of the state policy for people with disabilities**

1.3 Sector: ESC

1.4 Location: Republic of Bulgaria

1.5 Duration: End of contracting period 30 November 2008
End of Execution of contracts period 30 November 2009

2. Objectives

2.1 Overall Objective(s):

Improvement of social environment, creation of favourable conditions and broad guarantees for social and labour inclusion of disabled people all over the country

2.2 Project purpose:

To improve the elaboration and implementation of the state policy for integration of people with disabilities by enhancing the capacity of the Agency for disabled people in analysing, planning and implementing of the state policy for integration of people with disabilities, as well as in coordinating the joint actions of all interested institutions, non-governmental business and non-profit organizations, and in administrating the implementation process at national, regional and municipal level.

2.3 Accession Partnership (AP) and NPAA priority

In the field of the safety and health at work the project is in conformity with the following priorities laid down in the NPAA:

- Render an account of the observation of the labour legislation;
- Further harmonization of the Bulgarian legislation in the field of “Safety and Health at Work” with the EU legislation and preservation of the ability to work and the health of the labour force and the population through ensuring safety and health at work;

- Enforcement of the harmonized (with the EU) legislation in the field of occupational safety and health and preservation of the ability to work and the health of the labour force and the population through ensuring safety and health at work;
- Further building and development of the administrative capacity of the ADP;
- Further development of the regional and branch structures aimed at improvement of the bipartite and tripartite co-operation and elaboration and implementation of plans for action in the field of occupational safety and health.

The project will directly address the following priorities stated in the AP:

- Continue alignment of the social acquis in particular on equal treatment for women and men and health and safety at work and develop implementation capacity including the strengthening of the labour inspectorates;
- Continue to support social partners' capacity- building efforts, in particular with a view to their future role in the elaboration and implementation of EU employment and social policy, including the European Social Fund and foster structured involvement of social partners, notably through autonomous bipartite social dialogue;
- Prepare a national strategy, including data collection, with a view to future participation in the European strategy on social inclusion.

2.4 Contribution to National Development Plan (and/or Structural Funds Development Plan/SDP)

N/A

2.5 Cross Border Impact - NA

3. Description

3.1 Background and justification:

Meeting with the requirements of Chapter 13, the Bulgarian government has passed National Strategy for Integration of the Disabled Persons and National Plan for Implementing the Strategy in 2003, and based on them – Disabled Persons Integration Act, which was adopted by the parliament in August 2004. The main government body responsible for carrying them out is the Agency for Disabled Persons, established on January 1st 2005, which replaced the former Integration and Social Rehabilitation Fund. The Strategy and the relevant laws aim at gradual convergence of the “status quo” in Bulgaria to the situation in the member countries in terms of non-discrimination and equal opportunities for disabled persons, as well as providing the right amount of social aid to the persons that really need it with an active participation of civil society. The project is also linked with Chapter 21, as it focuses on one aspect of the Strategy, namely the institutional building of the central implementing body. Up to now the different activities connected with disabled persons are scattered among different institutions, which is a prerequisite for an inefficient allocation of public resources and relatively low quality of the social services provided. As a result, the implementation of the state policy for integration of persons with disabilities is upset: it is rather focused not on needs and social inclusion of disabled people, but on

coordination of interrelations of all interested institutions having different responsibilities, functions and resources. The new legislation's purpose is to streamline and concentrate the social policy towards disabled persons in a single body – the Agency for Disabled Persons. It will make the actions and responsibilities of the ADP clear, transparent, reliable and functional and will increase the efficiency of state policy and allocated limited resources aiming at individual needs of each person with disabilities.

The main problems in this area are presented mainly in the existing disparities between the requirements of the law and existing social and administrative environment, lapses in the organization and the work of the administrative structures, inadequate infrastructure and insufficient technical equipment.

The indicated problems in the area are specified as follows:

- **Inadequate administrative structure and capacity**

The necessity The Agency for Disabled Persons to conduct the state policy for disabled persons and shifting the main responsibilities in implementing of this policy on it require adequate capacity, which the Agency does not possess at the moment. It is concentrated in the capital city, while disabled persons and their organizations or organizations serving them in everyday life are dispersed around the country. This makes it a clumsy structure unable to co-operate efficiently with the ever-increasing number of NGOs and NPOs of or for disabled people and with the specialized companies and co-operatives of disabled people in Bulgaria. The present highly centralised structure with a limited number of civil servants employed promotes inadequate knowledge of disabled people's problems in the different regions of the country and so hampers the activities that aim to improve the situation. The current structure is also a prerequisite for inefficient distribution and misuse of public resources as it makes monitoring and control over spending subsidies and aids in the different regions of the country extremely difficult considering that only 24 people work in the central office of the ADP and 5 persons in regional offices. It impedes the long-term planning and budgeting process in determining and allocating the state resources to meet the current and future, urgent and extra needs of persons with different, permanent and temporary disabilities.

Increasing the number of employees from 24 to 100 in the head office and from 5 in the 6 pilot regions to 18 will in some extent allow them to supervise more closely the execution of the state policy towards the disabled and the spending of funds under various programmes financed by the ADP and other institutions.

The changes in the structure of the ADP, increased number of activities in running the state policy for disabled people, new way of organizing the planning, financing, monitoring and control of active policies and measures for social and labour inclusion of all people with disability put into agenda the issue of strengthening of agency's capacity. Concerning general conditions of social work and level of providing social services in the country at the moment, biases towards people with disabilities and direct work with them, it is obvious and indispensable that the staff – having been already employed and those to be appointed in the future, needs special training on modern methods of work on policy making and controlling, on planning and implementation, on monitoring and evaluation of the state measures for efficient integration of disabled people.

- **Lack of National database serving the integration of disabled persons**

The administrative and financial capacity of ADP is also insufficient for the effective planning and control. The data in the Agency shows discrepancy of different information sources about the number of disabled persons in Bulgaria. It differs from 265 thousand (statistical reports of NSI from 2001) up to 650 thousand individuals (National Social Security Institute data from 2003) passing through 420 thousand (Agency for Social Assistance data from 2005) with an unclear internal structure in terms of types of disability, regional distribution, educational background and labour experience. Different sources serve different social purposes, target groups and subgroups of disabled people, and, mainly, institutions being financed separately from the state budget. All this impedes the process of administration and financing the activities for integration of disabled persons. On one hand an overspendings appear while, on the other hand, lack of financing arises even for urgent needs. No purposeful and effective policy concerning social status, job opportunities, social inclusion and rehabilitation of the disabled people in Bulgaria can be executed without precise knowledge of their number, distribution of disabilities by age, region and type as well as all other aspects of the whole picture of disabled persons in Bulgaria already stated above.

ADP considers the lack of a national database with complete information on beneficiaries and other interested parties as a major weakness. Hence, the project interventions are directed to the establishment of a National database serving the purposes of the planning and implementing the state policy for integration of disabled persons.

Generally the project focuses on the development of a modern information database in the ADP, which will meet the standards of similar information systems in the EU member-states. The project will also stress on the effective introduction of the system through significant staff training of the ADP and other users, where the complex of services provided by ADP could be unified on a local, regional and national level, thus supporting institutional building of the Agency for Disabled Persons. Establishment of a modern database will permit to analyse individual needs of persons with disabilities and to respond properly and in-time on their satisfaction with the appropriate funding.

The introduction of such a modern database will be an important step towards future integration with EURES when Bulgaria has such an access.

- **Lack of an integrated monitoring system and a system of planning and financing aiming at comprehensive and efficient utilization and control on government money spending for disabled persons**

The overall monitoring functions entrusted to the ADP are embarrassed by the fact that there is no unified system for gathering, processing, exchange and analysis of the information flows between the ADP and other stakeholders. Every responsible institution maintains its own monitoring system but in fact there is no summarised information on the number of disabled people assisted from the state budget, on the way and efficiency of satisfying their needs, on what level and throughout what organisations social assistance is submitted to persons with disabilities and is actually received by them. For the purposes of the enforcement and the adoption of the EU best practices on the social inclusion processes for disabled persons, the current project aims to develop, establish and test a monitoring system for efficient (least-cost) satisfaction of needs for social and labour inclusion of disabled persons on national, regional and local level, including institutions' structures, municipalities, NGO's and NPO's of and for disabled people.

Elaboration of such a system is a starting point for establishment and organization of a new system for planning government spending, enabling better and efficient utilization of limited money of government aid given for financing projects for and of people with disability.

Coping with the problems of the disabled people in Bulgaria is no easy task and by no means can be executed successfully by state institutions only. Thus the achievement of the overall objective of the project relies heavily on the active participation of NGO's many of them with a substantial experience in the field. A lot of NGO's took an active part in the process of elaboration of the National strategy for equal opportunities for disabled people, the National plan for implementing the Strategy and Disabled Persons Integration Act carried out in the autumn of 2004. Among the organizations consulted during the work on the above documents are Union of the Disabled Persons in Bulgaria, National Union of the Blind in Bulgaria, National Union of the Deaf in Bulgaria. All of them are nationwide represented organisations with thousands of members. Continual meetings have been held between members of the Rehabilitation and Social Integration Fund and members of the NGO's listed. As a result these organizations have declared their full support for this project.

The current number of employees of the APD is 24. Most of the staff has limited training in co-ordinating their activities with other state institutions and in working with NGO's and NPO's. Hence, it is expected its number to rise before starting of the project performance to 100 employees in the main office and 18 people in regional offices, well-trained in identifying the major current problems of persons with disabilities, in co-ordinating the actions of various state institutions and in co-operating with various NGO's and NPO's in solving these problems.

At present no management information systems are available to the ADP, including no information about the number of the people with disabilities in Bulgaria as a whole, as well as in the different regions of the country, about the location and the nature of the different disabilities. The software used for providing technical aids for disabled persons is with limited capacity and is not sufficient for providing adequate services to the beneficiaries. The future detailed disabled people database is to comprise all of the above listed characteristics, which are essential for carrying out a purposeful policy towards the disabled.

The available equipment is not enough for the current number of staff (24), as well as for the (5) regional officers. It will become quite insufficient for the future when the staff is to rise in number – 100 in main office, plus 18 in regional offices. Besides the equipment available is out-dated it cannot meet the requirements for the software of integrated information system to be developed.

The ADP is the current main implementing body for the state policy towards disabled people. Comprising 24 employees and operating with a limited budget, it lacked the resources and the legislative base for carrying out a policy consistent with the European standards towards disabled people. Its main office is in Sofia, while 5 experts are placed temporarily in rented rooms of specialized entities for disabled people. This makes controlling the distribution of regional subsidies a very difficult task. The lack of adequate data about people with disabilities further complicates the allocation of transfer funds. The ADP lacks the methodology for efficient

allocation of the subsidies it operates with, which results in a constantly increasing budget deficit (from about 100 % in 2000 to an estimated 150 % for 2005).

Annual action plans are being approved by the Minister of Labour and Social Policy to the ADP, where the agency's activities are set up by programmes. For 2006 there are 6 programmes aiming at reaching some operational goals. The reason for the limited actions of the plan being rather tactical than strategic, is the capacity of the agency. Though the results of the limited monitoring and control made for the last 6 months by the ADP are encouraging the existing number of staff is an obstacle for increasing the efficiency of verification of projects and activities financed by the ADP.

The Agreement signed in June 2006 between the ADP and the Agency for Social Assistance (ASA) redistributes the responsibilities of both agencies in the area of social activities for disabled people. The Agency for Disabled Persons becomes the body authorised to lend methodological support to departments of the ASA all over the country serving people with disabilities on applying legislation and rendering social assistance to disabled, to consult them on social and labour inclusion activities run by the ADP. The performance of this agreement legally, as well as practically highlights the increased role of the ADP in running the state policy for integration of disabled people, and the necessity of enhancing the capacity of the ADP.

3.2 Results

Technical Assistance

- An overall study of disabled people conducted in 4 months after the beginning of the project allowing to group them in accordance with different criteria, ranging the groups in correspondence with priorities of state policy for integration of people with disabilities, revealing problem areas of implementing the state policy requiring changes in legislation and preparing adequate proposals;
- Amendment in the Structural regulations of ADP made based on proposed places where the pilot service centres for disabled persons will be developed to meet promptly and at a lower cost their needs;
- A national database for disabled people and entities engaged in serving disabled people established allowing to develop a modern system for planning, monitoring and control of the state aid for disabled;
- Monitoring and evaluation system developed aiming at increased efficiency of the state aid earmarked and spent for social inclusion of people with disabilities;
- A system for planning, implementing, control and administration developed allowing to improve and increase efficiency of funding aiming at satisfaction of individual needs of disabled people;
- A Communication system developed and communication links with supporting government bodies, NGOs and employers established setting an unified network for satisfying individual and specific needs of each person and group with specific disability;
- Staff of the ADP trained to deal with the increased demands of the new technology and methods of work, with prioritised and growing needs of disabled people, with changing the society's vision on people with disabilities and the necessity of social and labour inclusion of disabled for better and independent life;

- Software for integrated information system developed;
- Technical specification for hardware prepared.

Supply

- Hardware for the ADP and the 6 pilot service centres delivered and installed;

3.3 Activities

Technical Assistance

- **Organizing and conducting of an overall study of disabled people**

This should be the basis of carrying out an effective and efficient policy towards disabled people. It should determine the number, social status of disabled people in the different regions of the country, the distribution of the disabilities by regions and other important data (education, skills, etc.) essential for precise targeting the beneficiaries of state policy in compliance with a set of priorities.

- **Making proposals and recommendations for placement of pilot service centres for disabled people**

Preparing on this basis amendment of Structural regulations of Agency for disabled persons aiming at improving its personnel (by profession, social skills, number) and office (placement in centres with higher concentration of people with disability) structure getting closer to a greater number of disabled people and easing their serving.

- **Establishment of a national database for disabled people and entities engaged in serving disabled people**

On the basis of the completed profound survey of disabled people in Bulgaria a national database is to be built, which will serve as a foundation for proper allocation of public resources and improved social inclusion of disabled persons. It will also ease and support analysing, planning, controlling and administrating the public resources provided for efficient implementation of policies and active measures devoted to people with disability.

- **Development of monitoring and evaluation system**

A necessary step towards an effective Management information system is developing a monitoring and evaluation system for close control and supervision over the expenditure of the ADP thus limiting the grounds for misuse of public funds and allowing for the more useful activities to be financed for satisfying the increased and changing needs of people with disabilities.

- **Development of an efficient system for planning, implementing, control and administration**

Increasing the staff of ADP, collecting data for building the database for disabled people and implementing the hardware and software listed above will serve as a basis for creating methodologies for streamlining the work of ADP, providing effective and efficient social services to disabled people. The methodologies which will be the result of the Technical Assistance contract should provide an efficient and transparent system of planning and distribution of the public resources aimed at education, medical and social rehabilitation of disabled people, and creating and/or adapting job places for them.

- **Development of Communication system**

No organization, let alone a public one, is capable of dealing successfully with the problems of such a large community group as the people with disabilities in Bulgaria. A wide involvement of civil society is needed, as well as other government bodies, dealing with some aspects of their problems and current and future employers of disabled people. The purpose of the project will be reached in a most effective and efficient way just by uniting the efforts, expertise and resources of all these interested parties. The growing process of deinstitutionalisation and decetralisation in direct work with social communities and providing social services for disadvantage people in Bulgaria sets a new position and role of municipalities and NGO's and NPO's in the overall process of elaborating and implementing the state policy for social integration of people with disabilities. This requires joint and permanent work of the ADP with all these social agents and will be achieved by holding a number of meetings and working groups, conferences and seminars among representatives of these institutions, organising joint training, setting clear criteria and priorities in satisfying the individual and specific needs of each person and group with specific disability:

- Establishing communication links with supporting government bodies related somehow legally to the performance of state policy for disabled people for improving the legal framework and accelerating the process of their social integration;
- Establishing communication links with municipalities in realising the policy priorities for disabled people on a local level, in the placement of each person with disability;
- Establishing communication links with supporting NGO's and NPO's experienced in assisting the disabled persons in the process of their social inclusion;
- Establishing communication links with employers of disabled people easing the labour inclusion of people with disabilities.

- **Training of the staff of the ADP** to deal with the increased demands of the new technology and methods of work, suitable to the new place of disabled people in contemporary society, capable to change the social prejudices for disabled people still dominating in the country.

- **Development of software redesign of the web portal of ADP to expand the useful information devoted to people with disabilities, organisations of disabled people and organisations supporting and serving them**

A necessary condition for the introduction of the national database is the development of the relevant software and the training of ADP staff to work with it.

The developed communication system will allow the existing web portal of ADP to become more informative and to submit on one site diverse information on opportunities for education, training, employment, etc, presented now on different institutions' web sites, on cultural, sport, life style and other events for people with disabilities.

- **Development of technical specification for hardware**

Supply

- Supply and installation of hardware in the ADP and the 6 centres

As it was previously stated the available hardware is not relevant to the software that is to be implemented. Thus a new set of hardware is needed, which is to be developed in accordance with

the requirements of the new software. By means of supply contract the necessary hardware will be provided and introduced in the process of database system software.

- Supply of necessary equipment to the 6 pilot centres

It must be made sure that no competitive advantage will result from the definition of the technical specifications by the developer of the hardware (TA contract) such as the supply contract according to the specifications could only be delivered by the developer. This would result in a conflict of interest and, consequently, a re-tendering.

3.4 Linked Activities:

- Phare 2000 “Child welfare reform” BG 0005.04 comprising:
 1. Twinning on national and local level aiming at capacity building of the State Agency for Child Protection (SACP) and 10 small pilot Child Protection Departments as child protection bodies,
 2. TA for development of alternative childcare services in 10 pilot municipalities and reform of the management of 14 institutions dealing with children with disabilities.

3.5 Lessons learned:

Commitment on national level, especially between the beneficiaries is necessary in terms of effective cooperation and communication, which will guarantee successful project implementation and evaluation. The experience gathered under BG 0005.04 Child Welfare Reform project showed that good collaboration on political and expert level results in substantial achievements with respect of the purpose and objectives of the project. Good relations between the beneficiaries and the Implementing agency will additionally provide for quick and timely implementation process. Involvement of the non-governmental sector and the municipal administrations shall be perceived as further strengthening of the child protection and welfare system and shall be encouraged. Mechanisms of networking between the national, regional and local level shall be established as to guarantee integrated approach, which in turn will lead to sustainable outcomes and will provide possibilities for dissemination of good practices between the key actors.

4. Institutional Framework

The main beneficiary of this project is the Agency for Disabled Persons and its regional structures. Other institutions that will directly benefit from the project are the MLSP, National Social Security Institute (NSSI), National Statistical Institute (NSI), Agency for Social Assistance (ASA), General Labor Inspectorate (GLI).

The **Ministry of Labour and Social Policy** is the Implementing Agency (respectively contracting authority) of the project as it is mandated to be IA under PHARE Program in social and human recourses development sector.

The MLSP will manage and administrate the project through the Program Authorizing Officer (PAO). The Directorate “European Funds, International Programs and Projects” (EFIPP) will be acting as administration of the IA / PAO.

The PAO

The PAO has ultimate responsibility for ensuring that the program is implemented fully in line with the Financing Memorandum and government policy in terms of sound administrative and financial management of the project, including tendering, contracting, disbursement, accounting, payment and reporting procedures and monitoring of the project.

MLSP – IA

The overall administrative and financial management is the responsibility of the MLSP. The latter include:

- Preparing and submission of procurement documentation based on inputs from the PIU, contracting and contracting procedures of supplies, goods and grants;
- Negotiations of contracts;
- Accounting, payments, and financial control for the contracts and grants;
- Overall monitoring and evaluation of the project activities;
- Preparation of quarterly and ad hoc reports on project status and fund management.

The PIU

The PIU will be in charge of the technical implementation and day-to-day administration of the project. It will comprise representatives from all key partners under the project – ADP, MLSP, Agency for Social Assistance (ASA), General Labor Inspectorate (GLI).

Project Steering Committee

A Project Steering Committee will oversee the implementation of the project. It will provide strategic project direction and guidance to the key institutions involved in the project. The Project Steering Committee comprises representatives of Agency for Disabled Persons, MLSP, National Social Security Institute, National Statistical Institute, Agency for Social Assistance, General Labor Inspection, Ministry of Finance and ECD (as an observer).

5. Detailed Budget

	Phare	Support			
	Investment Support	Institution Building	Total Phare (=I+IB)	National Co- financing*	TOTAL in MEUR
Contract 1 Technical Assistance		1.000	1.000		1.000
Contract 2 Supply	0.375		0.375	0.125	0.500
TOTAL	0.375	1.000	1.375	0.125	1.500

6. Implementation Arrangements

6.1 Implementing Agency

The Implementing Agency (IA) is the Ministry of Labour and Social Policy through the directorate “European Funds, International Programs and Projects”.

The PAO will be:

Mr. Dimitar Dimitrov
Deputy Minister of Labour and Social Policy
2 “Triaditsa” Str.,
Sofia 1051, Bulgaria
Phone: (+359 2) 933 24 59;
Fax: (+359 2) 986 13 18
E-mail: dimitrov@mlsp.government.bg

6.2 Twinning

N/A

6.3 Non-standard aspects

PRAG procedures will be followed in all contracting

6.4 Contracts

Contract	Type of contract	Project Activity	M EURO
Contract 1	Technical Assistance	<ul style="list-style-type: none"> • Organizing and conducting of an overall study of disabled people • Proposal and recommendations for places where the pilot service centres for disabled people will be developed, and for amendments of Structural regulations of ADP • Establishment of a national database for disabled people and entities engaged in serving disabled people • Development of monitoring and evaluation system • Development of efficient system for planning, implementing, control and administration • Development of Communication system • Training of the staff of the ADP • Development of software • Development of technical specification for hardware 	1,000
Contract 2	Supply	<ul style="list-style-type: none"> • Supply and installation of hardware in the ADP and the 6 centres • Supply of necessary equipment to the 6 pilot centres 	0,500

7. Implementation Schedule

Contract 1 - Technical Assistance	
Start of tendering	April 2007
Start of project activities	December 2007
Project Completion	June 2009
Contract 2 – Supply of hardware and equipment	
Start of tendering	April 2008
Start of project activity	October 2008
Project Completion	February 2009

8. Equal Opportunity

Equal opportunity is a fundamental principle of the project. Ensuring equal opportunity will be embodied in every sub-project and at every level of implementation.

9. Environment – N/A

10. Rates of return – N/A

11. Investment criteria (applicable to all investments)

11.1 Catalytic effect

The project will encourage the municipalities, non-governmental and private sector for more active participation in the process of servicing disabled persons.

Technical Assistance will contribute to the improvement of the quality of services for people with disabilities in Bulgaria in line with the European standards.

11.2 Co-financing

The Phare contribution for investment costs will be no more than 75% of eligible public expenditure, the balance having to be covered by the national co-financing. The national co-financing will be provided by the National Fund Directorate at the Ministry of Finance.

11.3 Additionality

EU financing will be additional to that allocated to the national scheme through the Bulgarian national budget.

11.4 Project readiness and size

The project budget exceed the minimum of 2 MEURO required by Phare Programme for the investments projects.

11.5 Sustainability

The Government takes the commitment to develop and expand the services for people with disabilities. The training provided to the staff of the ADP during the implementation of the project will increase the motivation of the staff and will contribute to achievement of a better quality of services to the people with disabilities. All supported investment actions are sustainable in the long term beyond the date of Accession. They will comply with the EU best practices.

All activities performed in the project will be in line with the actual legal framework applicable for activities in the social sector.

11.6 Compliance with state aids provisions

All investments will respect the state aid provisions of the European Agreement.

12. Conditionality and sequencing

During the duration of the project, the National Aid Coordinator needs to ensure good coordination with other international donors in these areas.

LIST OF ANNEXES:

ANNEX 1 – LOGFRAM MATRIX

ANNEX 2 – DETAILED IMPLEMENTATION CHART

ANNEX 3 – CONTRACTING AND DISBURSEMENT SCHEDULE, BY QUARTER, FOR FULL DURATION OF THE PROJECT

ANNEX 4 – LIST OF RELEVANT LAWS AND REGULATIONS

ANNEX 5 – CONCEPTION FOR DEVELOPMENT OF THE AGENCY FOR DISABLED PERSONS FOR 2006 – 2008

ANNEXES 1

LOGFRAME PLANNING MATRIX FOR PROJECT	Programme name and number	
Strengthening of the capacity of the Agency for Disabled Persons in planning and implementing of the state policy for people with disabilities	End of Contracting period expires: 30 November 2008	End of Execution of contracts period expires: 30 November 2009
	Total Budget: € 1 500 000	Phare budget : € 1 375 000

Overall objective	Objectively verifiable indicators	Sources of Verification	
Improvement of social environment, creation of favourable conditions and broad guarantees for social and labour inclusion of disabled people all over the country	<ul style="list-style-type: none"> • Changed vision of the public about the life and problems of disabled people • Improved infrastructure enhancing mobility of at least 20% of disabled people in regional centres at the project's expiry date. • Increased number of employed disabled people by 1/3 in 2 years after the implementation of the project • Number of publications 	<ul style="list-style-type: none"> • Surveys of public opinion • Year's statistical reports of NSI • EA's monthly statistical reports • Surveys of labour market • Press and mass media 	
Project purpose	Objectively verifiable indicators	Sources of Verification	Assumptions
To improve the elaboration and implementation of state policy for integration of people with disabilities by enhancing the capacity of the Agency for disabled people in analysing, planning and implementing of the state policy for integration of people with disabilities, as well as in coordinating the joint actions of all interested institutions, non-governmental business and non-profit organisations, and	<ul style="list-style-type: none"> • Efficient system of planning and implementing, coordinating and administration of state policy for integration of disabled people operational by the end of project activities 	<ul style="list-style-type: none"> • PIU Reports • Reports of the ADP 	<ul style="list-style-type: none"> • Difficulties with coordination of interested parties not available

in administrating the implementation process at national, regional and municipal level			
Results	Objectively verifiable indicators	Sources of Verification	Assumptions
<p>Technical Assistance</p> <p>Result 1: An overall study of disabled people conducted in 4 months after the beginning of the project allowing to group them in accordance with different criteria, ranging the groups in correspondence with priorities of state policy for integration of people with disabilities, revealing problem areas of implementing the state policy requiring changes in legislation and preparing adequate proposals;</p> <p>Result 2: Amendment in the Structural regulations of ADP made based on proposed places where the pilot service centres for disabled persons will be developed to meet promptly and at a lower cost their needs;</p> <p>Result 3: A national database for disabled people and entities engaged in serving disabled people established allowing to develop a modern system for planning, monitoring and</p>	<ul style="list-style-type: none"> • Survey report submitted a month after the conducted study • Comprehensive database of all disabled people in the country maintained in the ADP • Unification of the information on the number, structure and disability of disabled people in the state and public institutions • Groups of disabled persons made ranged in compliance with priorities of state policy for integration of disabled • At least 6 places for pilot service centres approved by central and regional (municipalities) authorities for each planning region • Centralized database of number, structure and disability of disabled people developed in the ADP • A register of specialised business companies and cooperatives of disabled people established and currently maintained and complemented • A register of business companies and 	<ul style="list-style-type: none"> • PIU Reports • Technical and financial reports of the ADP • Published survey results • Government decision issued • Changed Structural regulations of the ADP • PIU Reports • Technical and financial reports of the ADP • Registers loaded at the website of the ADP • Brochures with useful data concerning the 	<ul style="list-style-type: none"> • Strong support of regional and local authorities • Available reliable sources of information • Good will of interested parties for mutual activities, assistance and raising appropriate initiatives • Strong support of central, regional and local authorities • Good will of interested parties for mutual activities, assistance and raising appropriate initiatives

control of the state aid for disabled;	<p>other organizations providing disabled people with special devices established and currently maintained and complemented</p> <ul style="list-style-type: none"> • A register of NGOs and NPOs working with and supporting the ADP in implementing state policy for disabled people established and currently maintained and complemented 	<p>status of disabled people and entities of and for servicing of disabled people published every 6 months</p> <ul style="list-style-type: none"> • Year's statistical reports of NSI 	
<p>Result 4: Monitoring and evaluation system developed aiming at increased efficiency of the state aid earmarked and spent for social inclusion of people with disabilities;</p>	<ul style="list-style-type: none"> • Developed relevant methodology and models for monitoring and control over expenditures connected with the integration of disabled people, funded by the ADP • Approved by the ADP list of interacting indicators giving evidence of eligibility of public expenditures incurred by different parties engaged in the process of integration of disabled people 	<ul style="list-style-type: none"> • PIU Reports • Technical and financial reports of the ADP • Special order issued approving procedures and indicators for monitoring and control • Brochures with useful data concerning monitoring results published periodically (at least annually) for the public 	<ul style="list-style-type: none"> • Good will of interested parties to take actively part in discussing the monitoring and evaluation system
<p>Result 5: A system for planning, implementing, control and administration developed allowing to improve and increase efficiency of funding aiming at satisfaction of individual needs of disabled people;</p>	<ul style="list-style-type: none"> • Developed relevant methodology and model for financing of supported and granted by the government social services for disabled people • Developed relevant methodology and model for financing parties engaged in the process of serving and integrating 	<ul style="list-style-type: none"> • PIU Reports • Technical and financial reports of the ADP • Updated Methods for financing different interested parties • Proposals for 	<ul style="list-style-type: none"> • Strong support of central and fiscal authorities available

<p>Result 6: A Communication system developed and communication links with supporting government bodies, NGOs and employers established setting an unified network for satisfying individual and specific needs of each person and group with specific disability;</p> <p>Result 7: Staff of the ADP trained to deal with the increased demands of the new technology and methods of work, with prioritised and growing needs of disabled people, with changing the society's vision on people with disabilities and the necessity of social and labour inclusion of disabled for better and independent life;</p> <p>Result 8: Software developed, redesigned and expanded web portal with diverse information</p>	<p>disabled people</p> <ul style="list-style-type: none"> • Developed relevant methodology and model for financing specialised business companies and cooperatives of disabled people for newly created job places and improved labour environment • Increased efficiency of government and public efforts in implementing of state policy of integration of people with disability • Improved public opinion on the ways, level and efficiency of needs satisfaction of disabled people • Trained 118 individuals of the ADP staff, and 120 individuals of related entities 	<p>improvement of legislation on financing projects of social and labour integration of people with disability</p> <ul style="list-style-type: none"> • PIU Reports • Technical and financial reports of the ADP • PIU Reports • Technical and financial reports of the ADP 	<ul style="list-style-type: none"> • Good will of interested parties to take actively part in development of communication system for partnership • Good will for training of interested parties and employed specialists
--	--	---	---

<p>useful for the people with disabilities and all interested parties providing social services for them;</p> <p>Result 9: Technical specification for hardware prepared.</p> <p><u>Supply</u></p> <p>Result 10: Hardware for the ADP and the 6 pilot service centres delivered and installed.</p>	<ul style="list-style-type: none"> • Software for management of information and administrative systems installed in the ADP • Tests and demonstrations made • An assessment of an independent body submitted • Expanded diverse information submitted on the web site on opportunities for education, training, employment, etc, of people with disabilities, and cultural, sport and other events devoted to them • Technical specification approved <p>Installed hardware equipment in the office of PIU and TA teams.</p>	<ul style="list-style-type: none"> • Report of the independent body • PIU Reports • Technical and financial reports of the ADP <ul style="list-style-type: none"> • PIU Reports • Technical and financial reports of the ADP 	<ul style="list-style-type: none"> • Developed and tested systems for monitoring and evaluation, planning, and administration • Suitable contractors available
Activities	Means	Sources of Verification	Assumptions
<p><u>Technical Assistance</u></p> <p>Activity 1: Organizing and conducting of an overall study of disabled people throughout the country identifying their structure by age, distribution in regions, types and kinds of disability, education and qualification, labour skills and adaptability to labour market demand, income received, way and standard of living (independently, in families, in institutions), adaptation of the environment for inclusion and</p>	<ul style="list-style-type: none"> • Technical Assistance contract 	<ul style="list-style-type: none"> • PIU reports • Reports of the ADP • Publications of data about disabled people and related parties 	<ul style="list-style-type: none"> • Suitable contractors available

<p>independent life of disabled people in urban and rural regions.</p> <p>Activity 2: Making proposals and recommendations for placement and number of staff of regional service centres for disabled people, and preparing on this basis amendments of Structural regulations of Agency for disabled persons aiming at improving its personnel structure capable to ease providing services to people with disabilities.</p> <p>Activity 3: Establishment of national database for disabled people easing the process of analysing, planning, controlling and overall administrating of resources provided for policies, active measures and instruments connected with social and labour inclusion of people with disability, their provision with alternative social services.</p> <p>Activity 4: Development of a monitoring and evaluation system for supervising the processes of performing the state policy for people with disability, and creating appropriate conditions for its improvement.</p> <p>Activity 5: Development of an efficient system for planning, implementing, control and administration of state aid granted by ADP, as well as financed by ADP programmes and projects for disabled people as stakeholders.</p> <p>Activity 6: Development of a communication system for exchanging information between</p>			
---	--	--	--

<p>institutions responsible for implementation of state policy for disabled people aiming at better coordination of their efforts for efficient work with interested parties and different target groups.</p> <p>Activity 7: Training of the staff of the ADP to deal with the increased demands of the new technology and methods of work.</p> <p>Activity 8: Development of software suitable to unite information and management systems in one entity making possible ADP to solve quickly and professionally, effectively and efficiently problems of people with disability, redesign of the web portal of ADP to expand the useful information devoted to people with disabilities, organisations of disabled people and organisations supporting and serving them.</p> <p>Activity 9: Preparation of technical specification for hardware to be supplied for furnishing the systems established.</p> <p><u>Supply</u></p> <p>Activity 10: Supply and installation of hardware for the for the ADP and the 6 pilot service centres</p>	<ul style="list-style-type: none"> • Supply contract 	<ul style="list-style-type: none"> • Reports of the ADP • PIU reports 	<ul style="list-style-type: none"> • Suitable contractors available
--	---	---	--

ANNEX 2

Detailed Implementation Chart - Strengthening of the capacity of the newly established Agency for Disabled Persons in planning and implementing of the state policy for people with disabilities

Components	2007												2008												2009											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Contract 1 Technical Assistance				T	T	T	T	T	T	T	T	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I							
Contract 3 Supply																T	T	T	T	T	T	I	I	I	I	I										

T – Tendering and contracting

I - Implementing

ANNEX 3

Contracting and disbursement schedule, by quarter, for full duration of the project - Strengthening of the capacity of the newly established Agency for Disabled Persons in planning and implementing of the state policy for people with disabilities

All figures in Million EUR

	2007				2008				2009			
	Q I	Q II	Q III	Q IV	Q I	Q II	Q III	Q IV	Q I	Q II	Q III	Q IV
Contract 1 Technical Assistance												
Contracted			1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Disbursed			0.60	0.60	0.80	0.80	0.80	0.80	0.90	1.00		
Contract 2 Supply												
Contracted								0.50	0.50	0.50		
Disbursed								0.30	0.40	0,50		
TOTAL												
Contracted			1.00	1.00	1.00	1.00	1.00	1.50	1.50	1.50		
Disbursed			0.60	0.60	080	080	0.80	1.1	1.30	1.50		

ANNEX 4

List of relevant Laws and Regulations

- Disabled Persons Integration Act
- Social Assistance Act
- Employment Promotion Act

Reference to relevant Government Strategic plans and studies:

- National Strategy for Integration of the Disabled Persons;
- National Plan for Implementing the Strategy in 2003;
- National Plan for the Economic Development of the Republic of Bulgaria for the Period 2000-2006;
- Government Program of the Council of Ministers of the Republic of Bulgaria *People are the Wealth of Bulgaria* (October, 2001), health sector part “Health – Right to everyone”;
- Conception for development of ADP 2006 - 2008
- Action plan of ADP for 2006

ANNEX 5

Conception for development of the Agency for Disabled Persons for 2006 – 2008 (Summary)

The **Disabled Persons Integration Act** was adopted in 2004 and entered into force on 01 January 2005. The Act created conditions for people with disabilities to exercise their rights of self-determination and to fully participate in the life of the country and in the processes of market economy. The creation of an environment allowing these people to be as independent as possible was guaranteed by the law, and in the same time rights to receive social assistance, adequate social services, integrated training and education, suitable working environment, opportunities to participate in cultural and sports events, etc., were retained.

According to the Article 7 of the Disabled Persons Integration Act (DPIA) an **Agency for Disabled Persons** was established succeeding the former Rehabilitation and Social Integration Fund. It is a legal entity financed by the budget, having a status of executive agency with the Minister of labour and Social Policy. As such the Agency implements the state policy for integration of people with disabilities. The integration of disabled people is performed through: medical and social rehabilitation; education and vocational training; employment; accessible living and architectural environment; social-economic protection; accessible information.

In achieving its main objective - “To assure social inclusion into society of people with disabilities”, the Agency is running its activities in three main sectors:

- Social-economic protection of the target group;
- Employment and professional rehabilitation;
- Development of an information database for the persons with disabilities.

But in fact, the requirements of the Act do not create the basis for implementing social policy towards disabled people adequately because the activities for its performing are scattered among number of institutions within the Ministry of Labour and Social Policy (namely the Agency for Social Assistance, Employment Agency, etc.), and out of it – in the Ministry of Health, Ministry of Regional Development and Public Works, Ministry of Transport, Ministry of Education and Science, State Agency for Youth and Sport.

At this moment the ADP cannot solve the problems of disabled people because, on one side, there are no legal opportunities for that, and, on the other – there is no direct access to people with disability as the ADP doesn't have regional structures. For example, the needs of disabled people in technical devices, facilities and appliances are being approved by the Medical Consultative Committee or Regional Expert Medical Committee under the rule of Ministry of Health; the right to receive the needed facilities is approved by Social Assistance Directorates of Agency for Social Assistance, while the ADP has to pay for each facility. This practice leads to inefficient control over the procedures for determining the individual needs in technical facilities, to inefficient control over the quality of provided facilities; to inefficient control over the use of financing. At present the ADP could control the process selectively by appealing against some of the medical documents. For running this activity the ADP appointed a doctor who issues recommendations to appeal such documents. But in fact in most cases the superior medical bodies confirm the medical documents that are appealed against.

The situation is the same with employment, education and training, health and social services for disabled people. Within the current legal framework the ADP cannot carry out an administrative control on observing acts and degrees for people with disabilities. As a result this sector of the state policy is out of control for the prevailing number of infringements.

The lack of regional structures of ADP doesn't permit to utilize considerable potential and experience of NGOs at local places in realizing individual rights of disabled people as well as priority projects like, for example, deinstitutionalization of social services, etc.

Hence, the ADP has elaborated and submitted for discussion a Concept for development of the ADP for 2006-2008, approved on 20.03.2006 by the Consultative council at the Minister of labour and social policy. The main objective is to achieve more efficient serving of persons with disabilities by putting together the performance of most of activities in one institution – the ADP, and improving the coordination of interested institutions.

The realization of this objective will be achieved by amending some acts: the Disabled Persons Integration Act, the Social Assistance Act, the Health Act, the Act for Roads. By the amendments some operational goals will be achieved the main of which are the following:

- Realization of individual approach to each person with disability to find the proper measures for his/her social inclusion.
- Optimization of providing social services for people with disabilities including new alternative ones.
- Achieving a proper social inclusion of disabled people through better labour inclusion and vocational rehabilitation.
- Creating a favourable environment for social inclusion of disabled people by utilizing of European social and other funds.
- Creating a favourable environment for equal opportunities for sport, tourism, relaxation and participation in cultural life.
- Efficient planning of activities connected with social inclusion of beneficiaries through the analysis of their social and economic status.

- Optimization of control system for providing public services for integration of disabled people.

All this determines the need of structural changes in the ADP, namely, establishment of regional structures in all 28 district centres of the country, as well as local structures in municipalities requiring increasing the number of working with the ADP up to 1079 servants. It is proposed the agency to be restructured in to general and specialized administration.

The general administration consists of two Directorates: Administrative, legal and information support and Financing and reporting, human resources and property management.

The number of employees in the two directorates is 39 persons.

For the implementation of operative goals it is proposed the specialized administration to be allocated into two Directorates: Major Directorate Integration of persons with disabilities, and Directorate Eurointegration.

Major Directorate Integration of persons with disabilities consists of 1028 persons allocated in the following way: central administration – 20 persons, regional structures with 1008 persons allocated in directorates, sections, sectors or moved to municipalities places in accordance with the number of disabled people to be served.

Directorate Eurointegration is supposed to have 10 employees.

The realization of the Concept has begun with the signing of an Agreement with the Agency for social assistance (ASA) and establishment of structures in the ASA for working with disabled people aiming at training these employees and preparing for transferring them to the ADP immediately after amending the cited acts.