

European Agency for Safety and Health at Work

Guide on EU funding for setting up OiRA tools

For the period 2012-2020



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Table of contents

1	Introduction	4
1.1	OiRA strengths in applying for EU funds	4
1.2	The selected approach of the Funding Guide	4
1.3	How to read this Funding Guide	6
2	Part I – Funds at European level	8
2.1	Identified programmes for OiRA	8
2.1.1	Social dialogue and industrial relations	8
2.1.2	Information, consultation and participation of representatives of undertakings	11
2.1.3	Information, training for workers’ organisations	15
2.1.4	PROGRESS - EMPLOYMENT	18
2.1.5	PROGRESS – WORKING CONDITIONS	22
2.1.6	Pilot project precarious work.....	23
2.1.7	CIP-ICT policy support programme (ICT PSP).....	26
2.1.8	Health 2007–2013	29
2.1.9	Lifelong learning programme – Leonardo da Vinci sub-programme	32
2.2	Chart of current and new generation programmes.....	36
2.3	Practical advice on applying for EU Funds.....	37
2.3.1	Understand how EU funds work	37
2.3.2	The call for proposals text.....	38
2.3.3	Formulate an appropriate objective	38
2.3.4	Optimisation of your application: innovation, impact, horizontal priorities	40
2.3.5	Tips for budgeting	41
2.3.6	A project coordinator’s toolkit.....	42
3	Part II – Programme details at national level.....	44
3.1	Selected programmes for OiRA.....	44
3.1.1	European Social Fund	44
3.1.2	European regional development fund.....	44
3.1.3	ESF – OP Human Resources Development	44
3.1.4	ESF – OP Human resources and employment	47
3.1.5	ESF – OP Social renewal	50
3.1.6	ESF – OP Regional competitiveness and employment.....	53
3.1.7	ERDF OP – Regional competitiveness and employment.....	55
3.1.8	ERDF OP – Investing in competitiveness for better quality life	58
3.2	Practical advice on applying for EU funds in a national context.....	60
3.2.1	Understand the expectations of the regional policy.....	60
3.2.2	Reading the programming documents	61
3.2.3	The five key steps of the project preparation for the ESF	61
3.2.4	Using institutional relationships	62

1 Introduction

1.1 OiRA strengths in applying for EU funds

The OiRA tool (online interactive risk assessment) has many assets in terms of applying for EU programmes and obtaining grants for the further development of national versions of its applications. However, these assets are not always well identified by the stakeholders or highlighted in the proper way.

The ambition of this Funding Guide is to make the strengths of OiRA relevant regarding EU funding programmes. We recommend that the OiRA stakeholders put forward these arguments in their future funding applications.

EU policies and regulations affect the implementation of new risk assessment operations in the European Member States.

Today, it is vital for all stakeholders to adopt the policy approach and to highlight how development of the OiRA tool would make a valuable contribution to a European smart and inclusive society and to the competitiveness of SMEs.

In operational terms, it means meeting the expectations and priorities of funding programmes by taking into consideration the policy objectives from the policy papers in the justification of the project.

In order to succeed in obtaining grants, the OiRA stakeholders must show that they encounter these evidences within SMEs, as well as from exchanges with social partners. A sound description of evidence, a good knowledge of the real situation in workplaces and their technical expertise on developing tailored risk assessment tools will strengthen the OiRA developers' position to become one of the privileged/chosen partners of policymakers in the definition of EU and ESF programmes.

1.2 The selected approach of the Funding Guide

This Funding Guide focuses on the possibilities to get external funding for the development of OiRA projects within the period 2012–2013 and the new generation of European funds starting in 2014. All grant programmes listed here are entering their final year for subsidising projects (2013), before a new grant programming period starts. This makes the guide very relevant to parties hoping to benefit from the programmes in their final funding year. The Guide is aimed at existing and future OiRA partners; all programmes presented are open to at least European and national sector-based social partners or national authorities such as labour inspectorates or the respective ministries in charge.

The Funding Guide is composed of two parts:

- Part I – European Programmes that focus on projects implemented at European level
- Part II – Funding programmes that are implemented at national level.

Part I contains information sheets about the European Funding programmes and their actual priorities.

To allow a fast reading of the guide, all programme sheets mention the major **stakeholder organisations** eligible for the programme and the major **key expressions** related to the potential project activities that can be initiated by the OiRA community.

In this guide we identify all actual and forthcoming grant opportunities that are provided by the Services of the European Commission such as DG Employment and Social Affairs, DG Public Health, and DG CONNECT.

The grants are allocated by way of calls for proposals. Once a year the unit in charge of a funding programme will decide on an adequate period for publication and for selecting project proposals in a pre-defined area of work.

It should be noted that funding programmes must be dissociated for the public procurement procedures associated with service contracts. We did not include in our search for opportunities the

public tenders or framework contracts that are concluded with the DGs to support them with studies, seminars, or networking.

The programme information sheets are followed by some practical advice about building European project applications. This part teaches you the most useful principles relating to EU Funding, such as the meaning of co-financing and European partnerships.

Part II contains the relevant **European funds that are implemented at country level** by the national authorities. The programmes listed will finance national projects from the European Social Fund (ESF) during 2012 and 2013 to improve working conditions in various sectors. Some countries have defined Operational Programmes (OPs) for Economic Development; these are funded out of the European Regional Development Fund (ERDF).

It would appear from our inquiry that in the majority of countries the programme authorities have spent most of the available budget on 2007–2013 and no more calls are planned for 2013. Five countries were found to have interesting funds (Bulgaria, Hungary, Czech Republic, Luxembourg and Malta) where relevant measures are still open for funding in 2012/2013. For this reason only these five countries are presented in Part II.

Another situation appeared from our interviews with countries that had programmed financial measures from ESF which today are overcommitted or fully spent. It appeared that those measures have supported initiatives which developed risk assessment tools, improved the social dialogue between employers and workers through shared information tools, decreased sick leave, avoided occupational accidents and diseases, improved working conditions and trained employers and employees for improved employability.

ESF funding is therefore a potentially interesting funding source for national applications of OiRA from 2014 onwards in many European countries. For example, the Finnish authorities mentioned that this field would be repeated in the upcoming programmes in 2014. In Austria the authorities showed great interest in the OiRA project.

Regarding the transnational cooperation programmes called INTERREG VIB, we can assume that these have very little interest for OiRA. Their current priorities do allow networking between public authorities but the focus is on accessibility, health innovation and environment rather than improving working conditions.

Most of the INTERREG programmes have spent their 2007–2013 budgets. Only two programmes still publish calls for projects in 2013. It is confirmed, though, that all of these programmes will be renewed in 2014. More information on upcoming programmes content will be available early 2013 from the programme secretariats, according to the negotiation with Member States and European Commission.

1.3 How to read this Funding Guide

For each grant programme or national fund identified, we present useful information that allows you to determine the relevancy of the programme for your organisation:

At the top of the page the target group of the programme can be found. The Funding Guide is intended for European and/or national sector-based social partners and national authorities such as ministries or labour inspectorates.

IDENTIFIED PROGRAMMES ARE RELEVANT TO:

- **EU SOCIAL PARTNERS**
All sectoral social partners and cross-industry organisations at European level
- **NATIONAL AUTHORITIES**
Ministries of Labour and Social Affairs, labour inspectorate, specific public agencies/institutes dealing with occupational safety and health
- **NATIONAL SOCIAL PARTNERS**
Employers' associations and trade unions and other workers' representatives at national level
- **POLICY KEY EXPRESSIONS RELATED TO OIRA**
All key words given here present the linkage with OiRA and show what aspect of the project should be highlighted in an application.

1. Synthesis of the funds matching with OiRA

Short description of what type of projects the programme is looking for. It includes a short summary.

1.1 Objectives of this call

1.2 Thematic priorities

1.3 Information on the new funding scheme in 2014

You will also find the name and link to the upcoming new funding scheme in 2014 that will follow up the actual programmes.

2. Key sectors

All EU Community programmes presented address all industry and business sectors without exception. Target sectors may be given for some national programmes.

3. Focus territory

Programmes are potentially open to:

EU Member States (27)

Acceding countries: Croatia

Candidate Countries: Iceland, Turkey, Former Yugoslav Republic of Macedonia, Montenegro, Serbia

Potential Candidate Countries: Albania, Bosnia and Herzegovina, Kosovo

EFTA countries: Iceland, Norway, Liechtenstein, Switzerland

4. Eligible organisations

Detailed list of eligible organisations

5. Potential financed actions

All of the programmes identified here will in one way or another facilitate the funding of the development of an OiRA tool. However, depending on the funding source the focus might be on different aspects and accordingly the development of the OiRA tool and the funding application have to be targeted to the conditions mentioned in the funds. Eligible actions under different programmes are for example studies, seminars, exchanges of best practices, etc.

6. Main criteria for partnership setting & conditions for eligibility

Here the number (and origin) of participants necessary for the project is specified, e.g. for some projects it is required to set up a joint project with at least two other partners from different Member States.

Other programmes may require more specific conditions for the project such as duration, starting period, allowable costs, etc.

7. Amount awarded per project

Maximum amount, average amount, co-financing rate

8. Submission period for applications

Open call deadline

Next call forecast

Time to prepare

Dates refer to the publication of calls for proposal to allow you to anticipate the writing of proposals. Time to prepare refers to 3 categories of work load necessary to plan and prepare the proposal:

Category 1: 3–6 weeks

Category 2: 3–4 months

Category 3: more than 4 months

9. Contact

Contact details of the technical unit in charge of programme implementation to obtain further information. Writing recommendations for contacting the unit.

10. Recommendations

Added value elements for the project or for the beneficiary; tips and prerequisites.

Evaluation of the feasibility and risks for the stakeholder groups.

2 Part I – Funds at European level

2.1 Identified programmes for OiRA

2.1.1 Social dialogue and industrial relations

- Target group of the programme
 - EU SOCIAL PARTNERS
 - NATIONAL AUTHORITIES
 - NATIONAL SOCIAL PARTNERS
- Policy key expressions related to OiRA
 - SOCIAL INNOVATION, SOCIAL DIALOGUE

1. Synthesis of the funds matching with OiRA

This annual programme (budget line 04-03-03-01) aims at promoting social dialogue at cross-industry and sectoral level.

The calls for projects are directly supporting the actions of social partner organisations that address the overarching EU employment and social policy challenges as laid down in the Europe 2020 Strategy.

1.1 Objectives of this call

a. Measures and initiatives related to the adaptation of social dialogue to changes in employment and work and related challenges, such as

- addressing modernisation of the labour market, **quality of work**
- anticipation, preparation and management of change and restructuring, flexicurity, skills, mobility and migration, youth employment
- **contributions to the health and safety strategy**
- reconciliation of work and family life, gender equality, action in the field of anti-discrimination, active ageing, active inclusion and **decent work**.

b. Strengthening synergies and exchanges between European social dialogue sectoral committees and between the sectoral committees and the inter-professional level

c. Support European social partners and social dialogue committees that undertake and contribute to impact assessment of the employment and social dimensions of EU initiatives

d. Support to representatives of social partners in Candidate Countries

1.2 Thematic priorities

Two thematic sub-programmes:

1. Support for European social dialogue aiming at measures to organise and monitor social dialogue activities
2. Improving expertise in the field of industrial relations: the aim is **to improve expertise in industrial relations** (especially in European and comparative terms), **to promote the exchange of information and experience among parties actively** involved in industrial relations (companies, workers, public authorities and research centres) and to promote the development of industrial relations in Europe.

1.3 Information on the new funding scheme in 2014

The Budget heading is renewed in 2013 and in the 2014–2020 period.

2. Key sectors

The programme applies to all industry and business sectors.

3. Focus territory

European Member States + Candidate Countries

4. Eligible organisations

- European-level social partner organisations
- National or regional social partner organisations
- Public authorities, including related associations and government services or agencies
- Non-profit-making organisations/research centres/institutes, universities
- Non-profit-making networks of companies or of workers' organisations
- International organisations

5. Potential financed actions

- General seminars or conferences on industrial relations, including preparatory studies, the organisation of round tables, **exchanges of experience and networks of key experts**
- Initiatives to further the collection and use of information on national industrial relations systems and on developments at European level
- Initiatives to promote knowledge on effective industrial relations practices, including **successful forms of worker participation**
- **Measures to prepare European social dialogue**, such as preparatory surveys, meetings and conferences
- Measures to implement the **European social partners' work programmes** (such as the organisation of round tables, exchanges of experience and networks of key actors)
- Measures to monitor and follow up European social dialogue activities and outcomes, such as conferences and other initiatives to **disseminate and evaluate the results of European social dialogue** through European or national events, or through studies, paper or electronic publications (including translation)
- Measures to improve the coordination, functioning and effectiveness of European social dialogue, including through the **identification and development of joint approaches** by the social dialogue committees, such as the **exchange of good practice** and related joint training events.

6. Main criteria for partnership setting & conditions for eligibility

- It is compulsory to set up a partnership, except for EU-level organisations
- Proposals must have a European approach and be fully implemented in the EU Member States
- Access for people with disabilities must be highlighted

7. Amount awarded per project

Average amount is €155,000. The maximum funding given is 80% of the eligible costs, which means that 20% of the costs have to be provided by the partnership.

8. Submission period for applications

Open call deadline	Next call publication	Time to prepare
April 2013	June 2013	Category 1

- Time to evaluation of proposals: 2 months; the action can start 2 months after deadline
- Time to prepare the application: 1 month; watch the website announcing the networking day that will be organised by the European Commission in April 2013

9. Contact

Jean-Paul TRICART

European Commission - DG Employment, Social Affairs and Equal Opportunities - DG EMPL/B1

Tel: 32 2 299 05 11

empl-04-03-03-01@ec.europa.eu

Information requests about the calls for proposals should ONLY be made by email to this generic address.

Link to programme:

<http://ec.europa.eu/social/main.jsp?catId=329&langId=en&furtherCalls=yes&callType=2>

10. Recommendations

Projects that include preparatory, follow-up and dissemination activities in the application are more effectively meeting the expectations of the call.

Projects should refer to challenges that are written in the policy documents for the European 2020 programme and flagship initiatives.

This programme appears to be one of the most suitable opportunities for the replication of OiRA projects or other capacity building projects at European level. Special attention will be paid to projects that focus on issues of common interest for employer–employee dialogue.

2.1.2 Information, consultation and participation of representatives of undertakings

- **Target group of the programme**
 - EU SOCIAL PARTNERS
 - NATIONAL SOCIAL PARTNERS
- **Policy key expressions related to OiRA**
 - SOCIAL PARTNERS, SOCIAL DIALOGUE

1. Synthesis of the funds matching with OiRA

The annual programme (budget line 04-03-03-03) supports operations aiming at developing employee involvement in undertakings – meaning any mechanism, including information, consultation and participation, through which employees' representatives may exercise an influence on decisions to be taken within the company.

The actions should focus in particular on raising awareness and contributing to the application of EU law and policies in this area.

1.1 Objectives

- Enabling the social partners and the social actors at company level to familiarise themselves with EU law and policies in the area of employee involvement
- Enabling the social partners and the social actors at company level to exercise their rights and their duties in this regard
- Strengthening transnational cooperation between workers' and employers' representatives in respect of employee involvement

1.2 Thematic priorities

Type I: Transnational cooperation projects

- Preparation for setting up of transnational information, consultation and participation bodies and mechanisms arising from the application of EU law on employee involvement
- Promotion of the exchange of information and good practice aimed at creating favourable conditions for the setting up of national information, consultation and participation bodies and mechanisms arising from the application of EU law on employee involvement
- Promotion of action aiming to familiarise the social partners and actors at company level with the content of EU law on transnational employee involvement and to enable them to exercise their rights and their duties in this regard
- Promotion of transnational actions involving representatives of the new Member States and of Candidate Countries in the field of employee involvement
- Promotion of action aiming to familiarise the actors represented at company level with transnational company agreements and to strengthen their cooperation within the European Union
- Promotion of **innovative actions relating to the management of employee involvement**, with a view to supporting the **anticipation of change** and the prevention and resolution of disputes in the context of corporate restructuring, mergers, take-overs and relocation in EU-scale groups of undertakings.

Type II: **Information and observation points**

- Providing support for the preparation, launching and monitoring of transnational cooperation projects in the field of employee involvement;
- Monitoring, analysing and assessing the experience regarding the establishment of transnational representative bodies at enterprise level.

1.3 Information on the new funding scheme in 2014

The budget heading is renewed in 2013 and will be renewed for the 2014–2020 period.

2. Key sectors

The programme applies to all industry and business sectors.

3. Focus territory

Applications are limited to EU Member States; Candidate Countries can be partners.

4. Eligible organisations

- European-level social partner organisations
- National or regional social partner organisations representing workers or employers
- Social partners without legal personality (derogation) at sectoral or multi-sectoral level
- Social actors at company level
- Training bodies, research centres (as partner)
- Commercial companies

For the Information & Observation Points (see 1.2) Only European social partner organisations are eligible!

5. Potential financed actions

- Conferences, seminars, short training actions, manuals as well as exchange of information and of good practices involving workers' and/or employers' representatives
- Analysis papers on quantitative or qualitative aspects and results on subjects related to workers' and employers' representation and social dialogue at undertaking level in a transnational cooperation context
- Websites, publications, newsletters and other means for the dissemination of information
- Helpdesk and assistance to transnational cooperation projects presented by workers' and/or employers' representatives, as well as observation of experience regarding transnational representative bodies at enterprise level. The activities of such structures may include studies, reports and databases, related to information, consultation and participation of employees, as well as websites, publications, newsletters and other means for the dissemination of information.
- Short training actions as well as actions involving representatives of social partners in the Candidate Countries in the field of employee involvement.

6. Main criteria for partnership setting & conditions for eligibility

If the project is not presented by a European organisation (with members in a large number of countries of the European Union or all the countries of the European Union), you need at least one other country represented and to set up a partnership.

- The list of eligible expenses includes at least: staff costs, travel and subsistence, services' costs. Travelling between EU and the Candidate Countries is considered eligible.
- The maximum duration of a project is 12 months.

7. Amount awarded per project

Average amount awarded per project is €130,000. The maximum funding given is 80% of the eligible costs, which means that applicants must contribute at least 20% of the costs.

8. Submission period for applications

Open call deadline	Next call publication	Time to prepare
30 April 2013	March–April 2013	Category 1

9. Contact

Muriel GUIN

European Commission - DG Employment, Social Affairs and Equal Opportunities - DG EMPL/B2

Tel: 32 2 2960013

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empl-04-03-03-03@ec.europa.eu

Information requests about the calls for proposals should ONLY be made by email to this generic address.

For further information:

Mr STANZANI, Director of SDA

Sda-asbl@etuc.org

SDA (Social Development Agency) mandated by ETUC (European Trade Union Confederation) and financed by the European Commission, inter alia, assists project promoters free of charge in the preparation of transnational cooperation projects in the field of consultation, participation and information of representatives of undertakings.

Information requests about the calls for proposals should ONLY be made by email.

Link to programme

<http://ec.europa.eu/social/main.jsp?langId=en&catId=630&callId=242&furtherCalls=yes>

10. Recommendations

The programme is a fairly relevant opportunity for OiRA as it relates to increasing dialogue between employers and workers about working conditions and employee involvement in the company. However, it must not be forgotten that project proposals should take into account the EU policy papers about employee involvement.

The requirements for this programme are easy to meet when we think in terms of projects like 'Enrichment of the existing practices for information or safety assessment', or 'Strengthening workers' participation to ensure safety at work'.

2.1.3 Information, training for workers' organisations

- Target group of the programme
 - EU SOCIAL PARTNERS
 - NATIONAL SOCIAL PARTNERS: WORKERS' ORGANISATIONS
- Policy key expressions related to OiRA
 - SOCIAL PARTNERS, SOCIAL DIALOGUE, EMPLOYMENT

1. Synthesis of the funds matching with OiRA

This annual programme (budget line 04-03-03-02) supports workers' organisations that implement projects aimed at addressing the overarching EU **employment and social policy challenges** as laid down in the Europe 2020 Strategy and the Commission's **Communication on the Renewed Social Agenda** (see point 10 below for details). The annual budget is €3.4 million.

1.1 Objectives

Measures and initiatives related to the **adaptation of social dialogue to changes in employment, work** and related challenges, such as addressing

- modernisation of the labour market, **quality of work**, anticipation, preparation and
- **management of change and restructuring**, flexicurity, skills, mobility and migration, youth employment
- **contributions to the health and safety strategy**, reconciliation of work and family
- life, gender equality, action in the field of anti-discrimination, active ageing, active inclusion and decent work.

1.2 Thematic priorities

- Measures addressing the employment and social dimensions of EU priorities relating to the exit from the economic crisis and reaching the objectives and targets of the Europe 2020 Strategy and its flagship initiatives will be particularly welcome in 2012–2013
- Measures that promote equal participation of women and men in the decision-making
- bodies of workers' organisations.
- Access for people with disabilities must be guaranteed for measures funded under this heading.

1.3 Information on the new funding scheme in 2014

The Budget heading is renewed in 2013 and will be renewed for the 2014–2020 period.

2. Key sectors

The programme applies to all industry and business sectors.

3. Focus territory

Applications are limited to EU Member States; Candidate Countries can be partners.

4. Eligible organisations

- European, national or regional social partner organisations **representing workers**
- Social partners without legal personality (derogation)

5. Potential financed actions

- Conferences, seminars and exchange of information and good practices involving workers' representatives
- Analysis papers on quantitative, qualitative aspects and results on subjects related to workers and the employment policy
- Short training actions, capacity building
- Information, awareness raising actions: guidelines and manuals aimed at sectors or specific target groups
- Development of models, mapping actions.

6. Main criteria for partnership setting & conditions for eligibility

- If the project is not presented by a European organisation (with members in a large number of countries of the European Union or all the countries of the European Union), you need at least one other country represented and to set up a partnership
- The list of eligible expenses includes at least: staff costs, travel and subsistence, services' costs
- The maximum duration of a project is 12 months.

7. Amount awarded per project

Average amount is €160,000. The maximum funding given is 90% of the eligible costs, which means that applicants must contribute at least 10% of the costs.

8. Submission period for applications

Open call Deadline	Next call publication	Time to prepare
	March 2013	Category 1

9. Contact

Muriel GUIN

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DG EMPL/B2

Tel: 32 2 2960013

Fabrice.RIBEIRO-DE-CAMPOS@ec.europa.eu

empl-04-03-03-03@ec.europa.eu

Information requests about the calls for proposals should ONLY be made by email to this generic address.

Link to programme <http://ec.europa.eu/social/main.jsp?langId=en&catId=82>

10. Recommendations

Projects that include preparatory, follow-up and dissemination activities in the application are more effectively meeting the expectations of the call.

Projects should refer to challenges that are written in the policy documents for the European 2020 strategy and flagship initiatives:

1. *Europe 2020 strategy: A strategy for smart, sustainable and inclusive growth*; (COM(2010)2020, 3 March 2010, the European Council Conclusions of 25–26 March 2010 and 17 June 2010)
2. Commission's Communication (*Renewed Social Agenda: Opportunities, access and solidarity in 21st century Europe*; COM(2008)412, 2 July 2008).

Applicants increase their chances of success when they highlight the quality of partnership in their active involvement and commitment at all stages of the project.

Strong and innovative communication and publication actions can make the difference. It is important to become familiar with the online grant application system before the submission.

2.1.4 PROGRESS – EMPLOYMENT

- **Target group of the programme**
 - EU SOCIAL PARTNERS
 - NATIONAL AUTHORITIES
 - NATIONAL SOCIAL PARTNERS
- **Policy key expressions related to OiRA**
 - EMPLOYMENT

1. Synthesis of the funds matching with OiRA

PROGRESS – the Community programme EMPLOYMENT AND SOCIAL SOLIDARITY – is running until end 2013 and split into five sections. Section 1, 'EMPLOYMENT', focusing on initiatives supporting the **European Employment Strategy**, is rather interesting for the current and future OiRA partners.

The 2012 annual programme involves one call for proposals for grants under the EMPLOYMENT section.

1.1 Objectives

Section EMPLOYMENT launches an annual call to support projects that strengthen national employment policies in areas with job creation potential: green economy, ICT, health services where skills and education of workforce can be improved.

The progress programme supports activities aimed at achieving the employment objectives that are fixed in the 'Employment Package' Communication. This policy communication underlines the **necessity to lay down ways to involve employers' and workers' representatives more in setting EU priorities.**

1.2 Thematic priorities for 2012

In 2012 three priorities and types of actions are chosen that *are not directly covering the OiRA project, although the activities of the call cover the exchange of good practice and networking between the employer organisations within sectors to improve education and skills to promote employment.*

- **Mutual learning in the field of skills and employment:** encourage exchanges and mutual learning and enhance the transferability of the most effective policies, good practices and innovative approaches for equipping people with the right skills. grants: €150,000
- **Sector Councils on Employment and Skills at EU level** the setting up of EU councils on employment and skills enables stakeholders to obtain more and better information on the evolution of their sector in terms of skills and employment than if they relied only on their national sources. It could also facilitate peer-learning amongst national observatories by creating a platform of exchange between labour market representatives and education and training providers. grants: €100,000–€300,000
- **Restructuring:** to support the development and **dissemination of better expertise and capabilities** among the actors concerned in the areas of anticipation, preparation and implementation of **socially responsible restructuring processes.**

- Improving the capabilities of the actors with regard to:
 - good and/or innovative practices of anticipating change and restructuring at European, **sectoral, regional and company level**;
 - **the evolution of economic sectors**;
 - the evolution of the roles, responsibilities and practices of the economic and social actors, through exchanges, reports, studies and other analysis and dissemination tools. Grants: €300,000

1.3 Information on the new funding scheme in 2014

After 2013, the programme will be followed by a Programme for Social Change and Innovation for the 2014–2020 period. It contains a **Progress** axis, which shall support the development, implementation and monitoring of EU employment, social policy and legislation on working conditions.

For more information on the legal base of the new programme:

<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=CELEX:52011PC0609:EN:NOT>

2. Key sectors

The programme applies to all industry and business sectors.
Focus on SMEs and their specific needs for skills.

3. Focus territory

EU Member States, Candidate Countries and potential Candidate Countries
Norway, Iceland and Liechtenstein

4. Eligible organisations

- European-level social partner organisations
- National or regional social partner organisations
- Public authorities or semi-state agencies at national or regional level
- Non-profit private or public organisations active mainly in the area of employment policy management of transitions on the labour market and labour market research
- International organisations
- Research centres and institutes, universities, education and vocational training institutions or networks
- Civil society organisations.

5. Potential financed actions

- Developing or collecting and analysing existing good practices of early-warning and
- Forecasting systems to improve the matching of skills supply and demand.
- **Collecting and disseminating information on best practices regarding the effective collaboration between sectors** (businesses, representative organisations of employers or economic or skills bodies), education and training providers and bodies involved in education and training systems (public bodies)
- Supporting strategic **human resources development, in particular addressing the specificities of small and medium sized enterprises and the contribution of corporate social responsibility**

- Mapping, analysing and disseminating existing or new co-investment mechanisms
- Between employers and educational and training providers to improve the
- Responsiveness of education and training programmes to labour market needs.
- Identifying and mapping national- and/or regional-level sector bodies (observatories, research institutes, sector councils, training funds, etc.) which produce labour market information
- Organising at least two physical meetings of the EU sector skills council, an annual conference, and awareness-raising actions that involve
 - representatives from education and employment ministries from all Member States;
 - other organisations linked to the sector but representing specific interests: chambers of commerce, representatives from SMEs;
 - Representative from associations of specific professions (engineers, lawyers, etc.)
- Promote exchanges of information and experience and develop the capabilities of the parties taking an active part in restructuring process (writing of guidelines)
- **Encourage activities in the context of partnerships either within companies or externally (between social partner organisations at all levels or with external entities such as public authorities or any other stakeholder in the restructuring process)** and measures to promote or facilitate the creation of such partnerships
- Organisation of conferences, seminars, round tables, negotiations, studies, surveys, publications, monitoring exercises, training measures, training tools, the setting up of networks and the development and exchange of best practices.

6. Main criteria for partnership setting & conditions for eligibility

The list of eligible expenses includes at least: staff costs, travel and subsistence, services' costs. Travelling between EU and Candidate Countries is considered eligible.

The maximum duration of a project is 12 months.

7. Amount awarded per project

Average amount is €150,000. The maximum funding given is 80% of the eligible costs, which means that 20% of the costs have to be provided by the partnership.

8. Submission period for applications

Open call deadline	Next call	Time to prepare
22 Oct. 2012	May 2013	Category 2

Time to prepare the application: depending on the type of activity chosen to implement, the search for European partners can take 3–4 months. The required description of activities is very detailed, which is time-consuming.

9. Contact

Teresa MOITINHO, Acting Head of unit

European Commission
DG Employment, Social Affairs and Equal Opportunities - DG EMPL/B3 Health, Safety and Hygiene at Work - Tel: (352) 430131833

empl-04-0-01-01@ec.europa.eu

[Link to the Progress programme](#)

10. Recommendations

We strongly recommend reading the policy document 'Towards a job-rich recovery' (part of the Commission's 'Employment Package' documents) when planning an application.

This programme is of medium interest because the 2012 priorities focus on the match of skills for employment creation. This is not directly related to OiRA. Meanwhile, it is important to note that the restructuring topic, which is directly targeting the EU social partners, will be on the agenda again in 2013. It may be useful to anticipate the 2013 call from March 2013 onwards and propose input to the policy documents on change and restructuring at sector and/or company level.

Applicants must be aware of the high requirements for project implementation and project reporting. Adequate communication and dissemination of results must be planned in advance. The preparation of a PROGRESS application is therefore more time-consuming than for other budget headings.

2.1.5 PROGRESS – WORKING CONDITIONS

- **Target group of the programme**
 - EU SOCIAL PARTNERS
 - NATIONAL AUTHORITIES
 - NATIONAL SOCIAL PARTNERS
- **Policy key expressions related to OiRA**
 - SOCIAL INNOVATION, HEALTH AND SAFETY AT WORK

1. Synthesis of the funds matching with OiRA

PROGRESS – section 3' 'WORKING CONDITIONS' is running until 2013 and, as it is aimed at the improvement of the working environment and conditions including health and safety at work, is interesting for labour inspectorates and public authorities.

The 2012 annual programme covers the working conditions section by supporting organisations with direct grants and tender procedures (see paragraph 3. below), and no calls for projects are planned.

2. Thematic priorities for 2013

At the time of writing the 2013 actions and grants are not known. It may be necessary for EU-OSHA to take part in the definition and discussion of the 2013 annual work programme of grants and contracts for 2013.

The annual work plan will be prepared from December 2012 for adoption and publication by the Commission before end of March 2013. Interested stakeholders at European level should contact the policymakers before December 2012.

3. Financed actions in 2012 (for information purposes)

Funding is only distributed through call for tenders and direct awards. For example:

- The launching of studies to support a comprehensive evaluation of the implementation of the OSH directives in the 27 Member States (legal obligation from Article 17a of Directive 89/391/EEC), and actions to foster a better implementation of existing EU OSH legislation
- The promotion of greater involvement of labour inspectors in encouraging the effective and equivalent enforcement of Community law throughout the European Union through the activities of SLIC (Senior Labour Inspectors Committee), such as awareness raising campaigns and exchange of national inspectors
- The organisation of the biannual EU-USA OSH conference which will concentrate on emerging risks due to new technologies and working methods.

2.1.6 Pilot project precarious work

- **Target group of the programme**
 - EU SOCIAL PARTNERS
 - NATIONAL AUTHORITIES
 - NATIONAL SOCIAL PARTNERS
- **Policy key expressions related to OiRA**
 - SOCIAL INNOVATION, SOCIAL DEVELOPMENT

1. Synthesis of the funds matching with OiRA

This pilot project will contribute to encouraging conversion of precarious work into work with rights. Precarious work has long been an issue of concern in the EU and the economic and financial crisis has made the issue of precarious work even more relevant. The budget authority fixed the amount allocated to this Budget Article for 2011 at €1 million.

A pilot project is launched on the initiative of the European Parliament, usually to test a new policy priority during the three years before an official programme regulation is proposed by the Commission.

1.1 Objectives

- Improved knowledge of measures recently adopted in Member States to extend the rights
- of precarious workers and, notably, of the poorest workers
- Improved understanding of the spread of precarious work and its role in the overall functioning of the economy
- Promotion of exchange of information and experience among stakeholders
- Promotion of transnational cooperation among stakeholders and dissemination of best practice.

1.2 Thematic priorities

- To promote the analysis and/or monitoring of concrete measures taken in Member States to improve the rights of precarious workers and, notably, of the poorest workers
- To exchange and disseminate relevant information on national practices or cooperation initiatives designed to address the issue of converting precarious work into work affording greater job security
- To analyse the role of precarious work in the general framework of social, economic and demographic developments, with a focus on social exclusion and in-work poverty, as well as its specific impact on working and living conditions of young workers, women and migrants
- To analyse the economic significance, causes and effects of precarious work against the background of today's working patterns, and to what extent it contributes to the flexibility of the labour market.

1.3 Information on the new funding scheme in 2014

This pilot project comes under the **PROGRESS programme**. Under the new multiannual financial frame for 2014–2020 PROGRESS will integrate the **EU Programme for Social Change and Innovation (PSCI)** that aims to support employment and social policies across the EU.

2. Key sectors

The programme applies to all industry and business sectors.

3. Focus territory

EU Member States

4. Eligible organisations

- European-level social partner organisations
- National or regional social partner organisations
- Public authorities or semi-state agencies at national or regional level
- Non-profit private or public organisations active mainly in the area of employment policy, and management of transitions on the labour market and labour market research
- International organisations
- Research centres and institutes, universities, education and vocational training institutions or networks
- Civil society organisations.

5. Potential financed actions

The potential financial action will implement transnational actions such as

- surveys
- research
- exchange of information on the conversion of precarious work.

6. Main criteria for partnership setting & conditions for eligibility

- Project must be carried out in cooperation between partners from at least two different Member States in the case of proposals which are not submitted by a European or international organisation
- Project must be fully carried out in the Member States of the European Union
- The maximum duration of an operation is 12 months.

7. Amount awarded per project

- The amount of the average grant under the similar call for proposals carried out in 2010 was about **€130,000**
 - **Co-financing percentage** is limited to a maximum of **80%** of the total eligible costs of the action. Applicants must contribute at least 20% of the total eligible costs of the action.

8. Submission period for applications

Open call deadline	Next call	Time to prepare
	Expected autumn 2012	Category 1

9. Contact

European Commission / DG Employment, Social Affairs and Inclusion
DG EMPL/B.2

[Link to the Progress programme](#)

10. Recommendations

The pilot project is quite relevant for its target group: social partners.

This pilot project was not repeated in 2012 but will be replaced by another pilot project in 2013. This should be highlighted in the second update of DG EMPL work plan that is expected in autumn 2012.

2.1.7 CIP-ICT policy support programme (ICT PSP)

- **Target group of the programme**
 - EU SOCIAL PARTNERS
 - NATIONAL AUTHORITIES
 - NATIONAL SOCIAL PARTNERS
- **Policy key expressions related to OiRA**
 - ICT, E-ADMINISTRATION, HEALTH

1. Synthesis of the funds matching with OiRA

The COMPETITIVENESS AND INNOVATION FRAMEWORK PROGRAMME, CIP-ICT Policy Support Programme (PSP) is running until the end of 2013. It is split into five main themes. Two of these themes are interesting for public authorities, social partners and SMEs:

- Theme 3: 'ICT for health, ageing well and inclusion'
- Theme 4: 'ICT for innovative government and administration services'.

The 2013 work plan containing the new priorities will be ready in January 2013.

1.1 Objectives

The ICT PSP offers opportunities both for innovative SMEs in the ICT sector and for SMEs that can make better use of ICT to improve their products, services and business processes.

'ICT for health, ageing well and inclusion' aims at contributing to integrated health services, new solutions for active living, large-scale deployment of telehealth services for chronic conditions management, and the adoption and testing of standards and specifications for eHealth interoperability.

'ICT for innovative government and administration services' supports the *Digital Agenda for Europe* by innovating and making government services more effective and fully interoperable. It foresees the provision of key cross-border services and the promotion of innovation in services of public interest.

These themes and actions will be supported by a limited number of high-impact pilot or best practice projects, as well as thematic networks.

1.2 Thematic priorities for 2012

The 2012 annual programme involves ONE call for proposals for grants under each sub-axis of the ICT and Health section as well as under the theme 'ICT for Innovative Government'. Under the different priorities either pilot projects or thematic networks are opened for call for proposals.

- Under the thematic priority **'Wide deployment of integrated care services'** (sub-axis 3.1) it is foreseen to launch one pilot project building on initiatives in Member States and associated countries, and that aims to unlock new services and value chains in active and healthy ageing including the involvement of new actors (such as reimbursement scheme providers, insurers, regional development planners), leading to operational deployment of new care pathways and organisational models for integrated care. Grant of €8,000 allocated per project.
- Under the thematic priority **'Building of Health, social care and social inclusion actors'** (sub-axis 3.3) it is foreseen to launch one pilot project stimulating the uptake of innovative ICT-based services and products, and that, notably, aims at fostering the establishment of digital inclusion

ecosystems in the field of active and healthy ageing with expected positive outcomes in the wider field of digital inclusion. Grant of €2,500 allocated per project.

- Under the thematic priority '**Large-scale deployment of telehealth services for chronic conditions management**' (sub-axis 3.5) one pilot project is launched based on building on initiatives in Member States and associated countries, with the objective of providing personalised health care and more effective management of diseases through telehealth services. The duration should not exceed 36 months. Grant of €5,000 allocated per project.
- Under thematic priority '**Adoption, taking up and testing of standards and specifications for eHealth interoperability**' (sub-axis 3.6) will implement a thematic network providing a forum for stakeholders for experience sharing and consensus building, and that aims at supporting the adoption, take-up and testing of existing eHealth standards and specifications to define an eHealth interoperability framework. Not exceed 24 months in duration. Grant of €1 million allocated.
- Under thematic priority '**ICT Innovated Governing and Basic cross-sector services**' (sub-axis 4.1), one pilot project is financed. This pilot, building on initiatives in Member States and associated countries, will consolidate building blocks for cross-border interoperability of public services that must be reusable by public authorities, business and citizens. The building blocks should be modular and exchangeable without affecting the whole system and capable of being easily integrated in existing systems of Member States or associated countries. Grant of €12,000 allocated.

1.3 Information on the new funding scheme in 2014

After 2013 the programme will be renewed under the name **Programme for the Competitiveness of Enterprises and SMEs** (COSME) for the 2014–2020 period.

For more information, read the EC proposal: The legal basis for the new programme: (http://ec.europa.eu/cip/files/cosme/com_2011_0834_proposition_de_reglement_en.pdf)

2. Key sectors

The programme applies to all industry and business sectors.

3. Focus territory

EU countries, Candidate Countries, Norway, Iceland, Liechtenstein and Balkans

4. Eligible organisations

- National or regional social partner organisations
- Public authorities, including related associations and government services or agencies
- Business associations
- Research centres
- Enterprises, SMEs
- Chambers of Commerce
- Universities

5. Potential financed actions

- Pilot projects building on initiatives in Member States or associated countries (Type A): the consortia must comprise a minimum of six relevant national administrations or a legal entity

- Pilot projects stimulating the uptake of innovative ICT-based services and product and exploitation of digital content (Type B): the consortia must comprise a minimum of four independent, legal entities from four different EU Member States or associated countries
- Thematic Network: provide a forum for stakeholders for sharing experience
- The consortia must comprise a minimum of seven independent legal entities from seven different EU Member States or associated countries.

6. Main criteria for partnership setting & conditions for eligibility

See above.

7. Amount awarded per project

Average amounts for grants: Interoperability project: €5–10 million; ICT Innovation €2–3 million. Thematic networks may declare their additional costs for coordination activities.

The ICT PSP grant foresees different types of reimbursement:

- In the pilot projects the maximum funding given is **50% of the eligible costs**, which means that 50% of the costs have to be provided by the partnership.
- Thematic Networks are financed on the basis of eligible costs actually incurred.

8. Submission period for applications

Open call deadline	Next call publication	Time to prepare
	February 2013	Category 3

9. Contact

ICT PSP Information desk:

E-mail: info-ict-psp@ec.europa.eu

Tel: +32 2 296.8596 and fax: +32 2 296 83 88

[Link to the programme](#)

[List of all useful contact persons for the last call](#) | [Guide to Financial Issues](#)

10. Recommendations

The programme focuses on technology and exchange of ICT systems in different countries.

This programme requires large partnerships between several countries and types of organisations.

Project development for the extension of OiRA seems feasible for a project that includes many national authorities working on an e-health or safety monitoring tool in at least seven countries.

2.1.8 Health 2007–2013

- **Target group of the programme**
 - EU SOCIAL PARTNERS
 - NATIONAL AUTHORITIES
 - NATIONAL SOCIAL PARTNERS
- **Policy key expressions related to OiRA**
 - HEALTH INTERVENTION, HEALTH PROMOTION

1. Synthesis of the funds matching with OiRA

Every year the European health programme distributes €14 million to projects, conferences and joint actions that tackle the important phenomena of the ageing society and a healthy workforce. The so-called 'European Innovation Partnership on Active and Healthy Ageing' flagship initiative will drive the forthcoming actions that will be undertaken and financially supported through calls for proposals that are planned under the second and third objectives: 'promote health' and 'health information'.

The European Innovation Partnership on Active and Healthy Ageing has three main objectives:

- to improve citizens' health security;
- **to promote health**, including the reduction of health inequalities;
- to generate and **disseminate health** information and knowledge.

1.1 Thematic priorities for 2013

The annual objectives are shared with those of the [Europe 2020 Strategy](#): investing in health and addressing the issue of the **ageing society** are priorities.

These priorities are under discussion with the programme committee between September and December 2012. Publication of the upcoming 2013 programme is planned in December 2012.

The 2012 work plan describes very specific actions as follows:

- **Developing strategies and mechanisms for preventing, exchanging information** on and responding to health threats from communicable and non-communicable diseases and **health threats from physical, chemical** or biological sources, including deliberate release acts
- Increasing healthy life years and promoting healthy ageing
- New skills and jobs in the need for a **healthy workforce**
- **Strengthening occupational health professionals' capacities** to improve the health of the ageing workforce.

These topics do not completely cover the aims of the OiRA project. Nevertheless the activities of the call cover the exchange of good practice and innovating approaches.

The annual workplan also allows the organisation **of conferences on any topic** that addresses the priorities of the **annual work plan**, in its widest sense.

'Workplace health practices for employees with chronic illness' is one of the selected conferences in 2012.

1.2 Information on the new funding scheme in 2014

After 2013 the programme will be renewed under the name **Health for Growth Programme**, the third multi-annual programme of EU for the period 2014–2020.

http://ec.europa.eu/health/programme/docs/prop_prog2014_en.pdf

2. Key sectors

The programme applies to all industry and business sectors.

3. Focus territory

Applications are open to EU Member States, Iceland, Liechtenstein, Norway and Croatia

4. Eligible organisations

- National or regional social partner organisations
- Public authorities, including related associations and government services or agencies

Business associations

- Non-profit private or public organisations
- Non-governmental organisations
- Research centres and institutes
- Universities, higher education establishments
- Civil society organisations.

5. Potential financed actions

The following list is not exhaustive.

- Support to the European Innovation Partnership on active and healthy ageing
- Fostering health provision for migrants, the Roma and other vulnerable groups
- Identifying best practices in tobacco control to reduce health inequalities
- Forecasting health workforce needs for effective planning in the EU
- Mental health and well-being
- Local community including school-based initiatives to prevent overweight and obesity among children and adolescents
- Action to prevent and reduce harm from alcohol
- Monitoring of the European Platform for action on diet, physical activity and health as well as the European Alcohol and Health Forum
- Communication campaign aimed at encouraging smoking cessation
- Scientific and technical support to the EU Health Forum
- Providing information on cancer and pursuing efforts towards better cancer prevention and control chronic diseases
- Support for European rare diseases information networks
- Conference grants may be awarded for the organisation of conferences that correspond to the three objectives of the health programme.

6. Main criteria for partnership setting & conditions for eligibility

- Project must involve a minimum of two countries but there is no indicated number of partners necessary to form the transnational partnership. A project may also involve several partners from the same country. But a project must have a significant **European added value**.
- Projects must have an innovative character and should not be recurrent, and have to be related to the cross-cutting themes set out in the annual Work Plan.

- Another requirement is to set up a plan for using and disseminating results at EU level to appropriate target audiences.
- Projects must not have started at the date of contract signing

Conferences must have **European Union-wide dimension**, or engage representatives of **ten or more countries** participating in the EU Health Programme.

7. Amount awarded per project

A very large scale of funding, between €300,000 and €4.5 million, up to 60% of eligible costs which means that 40% of the costs have to be provided by the partnership.

8. Submission period for applications

Next call	Next deadline	Time to prepare
1 December 2012	15 March 2013	Category 3

Time to prepare the application: *depending on the type of activity you choose to implement, the search for European partners can take 3–4 months. The required description of activities is very detailed, which is time consuming.*

9. Contact

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 Head of Unit 02 Innovation and Health and Consumers
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 Tel: 352 43 01 38 520
[Link to HEALTH programme](#)

10. Recommendations

The trend for the 2013 Health programme is to focus more and more on healthy ageing and finding innovative technological and non-technological ways of assisting older people. The forecast 2013 budget reserves €7 million on healthy ageing and a healthy workforce.

The competition on the Health programme is very strong (16 projects and 7 conferences propositions are selected). Potential applicants must be aware that strong management capacities and clear evaluation process during the project are important requirements.

It seems advisable to get prior information from the relevant operational units to ensure relevancy when making an application in 2013.

European social partners may have an advantage in complying with the European Dimension when preparing a proposal for the organisation of conferences. The conference part seems the most feasible way to get involved in this programme.

2.1.9 Lifelong learning programme – Leonardo da Vinci sub-programme

- **Target group of the programme**
 - EU SOCIAL PARTNERS
 - NATIONAL AUTHORITIES: MINISTRIES, AGENCIES
 - NATIONAL SOCIAL PARTNERS: EMPLOYERS, WORKERS ORGANISATION
- **Policy key expressions related to OiRA**
 - TRAINING, ICT

1. Synthesis of the funds matching with OiRA

The **lifelong learning programme** aims at creating opportunities to exchange and develop skills at different stages of life. With a budget of nearly €7 billion for 2007 to 2013, the programme funds a range of actions including exchanges, study visits and networking activities. Projects are intended not only for individual students and learners, but also for teachers, trainers and all others involved in education and training.

1.1 Objectives of this sub-programme

Leonardo da Vinci sub-programmes offer funds for projects designed for vocational training and development as well as transfer of varied skills. The Leonardo da Vinci sub-programme financing multilateral projects and focusing on Transfer of innovation could be relevant for the OiRA project.

1.2 Thematic priorities

Three different action groups of the Leonardo da Vinci programme could be especially interesting to OiRA:

- a) **Transfer of innovation** This fund grants projects that will improve the quality and attractiveness of Vocational Education and Training (VET) in the participating countries by transferring existing innovations to new legal, systemic, sector, linguistic, socio-cultural and geographic environments through working with transnational partners.
- a) **Leonardo da Vinci Partnership** is a framework for small-scale cooperation activities between organisations working in the field of vocational education and training (VET) which will be cooperating on themes of mutual interest to the participating organisations. Some projects will focus more on the active participation of trainees, while others will concentrate on cooperation between teachers, trainers or VET-professionals. Partnership projects fill a gap between the two major decentralised Leonardo da Vinci actions, i.e. the mobility projects and the bigger transfer of innovation projects, as they allow for cooperation in VET beyond mobility activities without, however, demanding large-scale cooperation involving big budgets as in the Transfer of Innovation.
- b) **Leonardo da Vinci Networks** aim to strengthen the link between the various 'actors' involved in vocational training, to improve the quality, European dimension and visibility of activities or issues of common interest in the field of vocational and educational training. Projects under this action insist on cooperation between VET actors, **enterprises, economic sectors, social partners and training organisations on a sectoral basis.**

1.3 Information on the new funding scheme in 2014

Under the new multiannual programme 2014–2020, Leonardo da Vinci programme will integrate a new programme entitled '**Erasmus for all**'. This programme will fund projects that aim at cooperating in the interests of innovation and good practices as well as projects that support reforms modernising education and training systems and promoting innovation and employability. See <http://ec.europa.eu/education/erasmus-for-all/>

2. Key sectors

The programme applies to all industry and business sectors.

3. Focus territory

EU Member states, Candidate Countries, Iceland, Liechtenstein, Norway and Croatia

Overseas countries and territories of the Member States (OCTs)

4. Eligible organisations

- National or regional social partner organisations
- Public authorities, including related associations and government services or agencies
- Business associations
- Associations and representatives of those involved in vocational education and training, including trainees', parents' and teachers' associations
- **Enterprises, and other representatives of working life**, including chambers of commerce, other trade organisations and sectoral organisations
- Bodies providing guidance, counselling and information services relating to any aspect of lifelong learning
- Bodies responsible for systems and policies concerning any aspect of lifelong learning or vocational education and training at local, regional and national level
- Research centres and bodies concerned with lifelong learning issues
- Non-profit organisations, voluntary bodies, NGOs.

5. Potential financed actions

Transfer of innovation: (Examples of carried projects)

- Upgrading care service with innovative skills certification, e-learning and matching systems
- Developing training modules for staff on Ageing and Disability issues
- Case studies as an innovative cross-cultural training material for guidance practitioners
- Urban Manager for Security, Safety and Crisis Management
- Innovative Training on the Internationalisation of SMEs
- Training on Health & Safety for workers in the Environment Industrial Sector

Partnership (proposed for actions):

- Development of guidance and advice on VET;
- Opening VET to flexible pathways and create better conditions for transition to working life;
- Reinforce or create closer links of VET with working life;
- Promoting the recognition of non-formal and informal learning;
- Responding to the needs of the labour market, particularly of SMEs, anticipation of skills needed in labour market;

- Improve the qualification of teachers and trainers;
- Support the implementation of Quality assurance in VET;
- Cooperate in the area of transparency of VET systems (i.e. ECVET, EQF, Europass...);
- Support the development of national qualifications frameworks in relation to EQF;
- Cooperate to test and apply common concepts developed at European level with the aim of disseminating these concepts at the level of the actors 'on the ground'.

Networks:

The thematic networks will focus on:

- Assembling, distilling and building on European expertise and innovatory approaches
- Improving the analysis and anticipation of skill requirements
- Disseminating the network outputs and project results throughout the Union in the appropriate circles

Accompanying measures:

- Thematic networking on ongoing projects
- Collection and provision of information on project results, including via the development of common **databases**
- Support for dissemination and exploitation conferences and events

6. Main criteria for partnership setting & conditions for eligibility

General:

- Minimum number of countries is 3 (5 for Network projects)
- Minimum number of partners is 3 (5 for Network projects)
- At least one country must be a Member State
- Maximum duration: 2 years (for networking projects it is 3 years and 1 year for accompanying measures projects)

7. Amount awarded per project

Maximum EU Grant is 75% of eligible cost and max. €150,000–€200,000 per year, depending on the sub-programme.

8. Submission period for applications

Open call deadline	Next call forecast	Time to prepare
<ul style="list-style-type: none"> ▪ Transfer of innovation ▪ Networks ▪ Accompanying measure: <p>31 January 2013</p>		
<ul style="list-style-type: none"> ▪ Partnership: <p>21 February 2013</p>		Category 3

Transfer of innovation:

- Time to evaluation of proposals: results due in July 2013 and action can be started in October 2013.
- Time to prepare the application: 4 months.

Partnership:

- Time to evaluation of proposals: results due in June 2013 and action can be started in August 2013.

Time to prepare the application: 5 months

Networks

- Time to evaluation of proposals: results due in July 2013 and action can be started in October 2013.
- Time to prepare the application: 4 months

Accompanying measures

- Time to evaluation of proposals: results due in July 2013 and action can be started in October 2013.
- Time to prepare the application: 4 months
- Link to the current open call for proposals
http://eacea.ec.europa.eu/llp/funding/2013/call_lifelong_learning_2013.php

9. Contact

The European Commission's helpdesk: EACEA-Leonardo-da-Vinci@ec.europa.eu

10. Recommendations

The programme focuses on learning techniques of new skills.

This programme requires large partnerships between several countries and different types of organisations.

Project development for the extension of OiRA would be feasible for a project that draws together vocational training bodies.

2.2 Chart of current and new generation programmes

Programmes 2007–2013	Programmes 2014–2020
PROGRESS – Programme for Employment and Social Solidarity	Programme for Social Change and Innovation
Employment	PROGRESS Axis
Working Conditions	EURES Axis
Social dialogue	Social dialogue
Information , Consultation Training budget heading	Information, Consultation Training budget heading
Pilot Projects	Microfinance & Social Entrepreneurship
CIP Competitiveness and Innovation Framework Programme	COSME Programme for the Competitiveness of Enterprises and SMEs
1. Entrepreneurship and Innovation Programme	
2. ICT Policy Support Programme	
3. Intelligent Energy-Europe Programme: SAVE, ALTENER, STEER	
Health Programme	Health for growth programme
Health information	
Health threats	
Health dissemination	
LLP Life-long learning	Erasmus for All
Leonardo de Vinci – Vocational Training	Vocational measures

2.3 Practical advice on applying for EU Funds

The following pages will provide you with practical advice about the following different steps of project building in the light of the European Community programmes.

2.3.1 Understand how EU funds work

Preparing a European Commission (EC) grant request requires minimum knowledge about the logic of the Community programmes. The funding programmes are created by the EC to support European cooperation initiatives to stimulate the creation of partnerships in all fields of economic and social life and especially to find together common European answers to the current globalisation challenges.

The main general principles

The programme is a tool for **establishing European partnerships** that will offer gains at the EU level. The programmes also encourage innovation – both technological and methodological (new working methods).

The policies and thereby the programmes not only support large organisations (national authorities, State agencies...) but also a **broad variety of micro-beneficiaries** (SMEs, NGOs, local bodies, universities, business associations, etc.). Increasingly, the programmes place emphasis on creating 'innovative' partnerships between various work cultures.

A European Partnership involves at the **minimum three eligible countries**. The countries eligible are the EU Member States and sometimes other associated countries such as EFTA Countries, Candidate or Potential Candidate Countries.

The **programmes cover as many areas as there are policies**. Thus, through financial support, they enable all players to carry out actions on a European scale, initiate Community exchanges and be part of building Europe. Sometimes, some programmes cover very specific target groups such as social partners (to facilitate the exchange of good practice between them).

More often the programmes are customised for a **multiannual period of 4 to 7 years**.

Effort is made to harmonise the programming period. Thus, 2014–2020 is a period within which most programmes shall be operational for the whole duration of the period.

Every programme is created by means of a **legal base and funding decision**. Adopted by the European Commission, the document describes the objectives and actions to be taken during the full programme duration. This document (Decision, Regulation or Communication) will help you understand the programme's essential purpose and the problem that the Commission wants to address. It can be completed by an Annual Work Programme or Annual Action Programme which is more precise in the definition of priority actions.

The funding programmes impose a basic principle – that of **co-financing**. Generally, a grant can cover approximately 50% of the project's eligible costs. You must therefore not forget that EU support will not be sufficient and that you will have to find other sources of financial support from national or regional public authorities, private financing or self-financing. In addition, **it is totally prohibited for two European programmes to finance the same project**.

The programmes are directly managed by the European Commission (Directorates General in Brussels). An operational unit within the Directorate General (DG) or an executive agency is responsible for publishing the calls, assessing the proposals and monitoring the projects.

2.3.2 The call for proposals text

To make a funding programme operational, the technical unit in charge plans to publish a call for proposals or call for projects. This call procedure is necessary to call for and to select projects that are in line with the priorities of the funding decision of the programme.

When a programme is multi-annual, usually a call for projects is published once a year (see the example health programme 2007–2013). Be aware that the action priorities of a programme may evolve from year to year. That is why you must **keep yourself informed about next year's annual work plan of the relevant executive unit at the European Commission**.

The text of the call for proposals specifies the expectations of the Commission, which has a bearing on the programme's decision. Therefore this call determines in detail **the participation criteria and the annual priority topics or sectors**. The information and orders presented in the call must be followed strictly and project ideas at the borderline should only be submitted after validation with the programme officer. A call for proposals is not a spontaneous process but a frame to inform applicants about the type of projects expected. Nevertheless, everything is open to interpretation. Do not hesitate to email the person responsible for the call if you are unsure of something, to avoid taking the wrong direction in your proposal.

The following components of the call text allow you to assess the eligibility of your organisation and project:

- **Beneficiaries:** Eligible organisations, geographic zones covered, minimum number of partners, exclusion criteria
- **The actions:** Global call budget, minimum/maximum grant amount, percentage of co-financing.
- **The budget:** Deadline for submitting the proposal, project starting date, project duration, monitoring the application, pre-proposal
- **The timetable:** Selection criteria, allocation criteria, where to find documents concerning the programme
- **The procedure:** Selection criteria, allocation criteria, where to find documents concerning the programme
- **Sources of information:** email address of the unit

If you do not find all this information in the call text or in the guide for applicants, make sure that you procure it from the programme officer.

However, to get financing it is not enough to meet the eligibility criteria. The applications are evaluated according to the quality of their project proposals. Only the most innovative and interesting proposals that remain within the limits of the available budget get an opportunity to be funded.

2.3.3 Formulate an appropriate objective

A European project has to be well structured. The project has to meet a global objective and one or several specific objectives. You already know that EU programmes are the operational translation of European policy strategies. As such the global objective is the European purpose established by the application in its project.

The **specific objectives** are going to be realised within the precise framework of the project. These correspond to the needs that you have identified. Each specific objective is realised by one (or more) activity which gives tangible and measurable results when carried out.

These results are the response to the realisation of the given objective. It is very important to prioritise the objectives in order to show the necessity and relevance of the concrete actions in the project.

To define an appropriate objective we must define them by thinking about a new, future situation that we wish to reach and that does not exist yet. Good objectives are **SMART**:

S Specific,

M Measurable,

A Achievable

R Result-oriented

T Time-related

In order to show that your project is set up in a collaborative way and based on a common purpose it must be developed in cooperation with partners. The role of the coordinator, who is often the initiator, is of major importance and he will, with his main partners (the 'core' team, task leaders), control the proposal writing.

To state an objective clearly in your proposal, you must distinguish

1. Strategic overall objectives that link to the European policy and the programme decision
2. Specific objectives should link to the call text and work programme
3. Achievements refer to what will be realised and what kind of change can be expected by the outcome of the project.

To develop a realistic work plan

A realistic plan is a plan to accomplish your objectives. It will determine the success of the project, and it must contain:

- A clear vision of the project and the project structure, work packages, tasks;
- Information on the innovativeness and creativity brought in by the participants;
- Information on the work to be carried out by each participant (no overlapping);
- Information on the management approach (how the project is organised, how responsibilities are assigned);
- A template for scheduling, deadlines, budgeting, risk management

2.3.4 Optimisation of your application: innovation, impact, horizontal priorities

Before presenting your application, it is important to reflect on its strong points and focus on whether they will interest the European Commission. In fact, the Commission especially appreciates projects that highlight:

→ The European dimension

A project shall be financed by a Community action programme if its implementation is more efficient and consistent on a trans-European scale rather than at a national or regional level. As the project leader, you must therefore emphasise the European dimension of your action; for example in terms of the composition of the partnership or location of actions. Highlight seminars, know-how presentations, mobility actions, comparative approaches (or Benchmarking), which will show the transnational exchange aspects of your project. Also think about creating unusual but innovative partnerships between private and public structures or between private and associative structures.

→ The innovative nature of the project

'If innovation consists of managing knowledge creatively in response to the market demands and other corporate needs, we understand that innovation is not only technological. In fact, while we often disregard it, it also concerns sectors such as training programmes or social sectors.'

The Community programmes thus place stress on the innovative nature of the projects. Innovation can be presented in various ways and is not restricted to developing new products. It can also take the form of new methodologies or forms of partnership.

The aim of the Commission is to refine new methodologies and test new solutions that simplify practical exchanges. It is possible that what you might regard as innovative is not so in another European region. Therefore, consider the innovative aspect in relation to your local situation and to that of the partners with whom you will be developing your project.

→ The impact: multiplier effects of the project

The notion of impact is a key element: to what extent can the results of your project be durable or duplicated? Will your action continue, for example with the help of other financing schemes (regional, national), because employment will be created and maintained, or because you publish a manual to create new capabilities after the closure of your actions? The distribution of results plays an important role in this regard: it must cover a very wide area and relate to the objectives and type of the project. We are thus talking about multiplier effects.

→ The assessment / monitoring of the project

The European Commission expects the partnership to come up with solutions to assess the project progress and the quality of its results and methodologies and to find customised solutions to the problems that are encountered. The assessment and monitoring modalities can be prepared and implemented by the Committees formed within the partnership or by external service providers.

→ The European Union's transversal priorities

Other elements are of relevance, especially the transversal priorities of the European Commission, which it would like to see being included in the assessments. These include such themes as gender equality, the fight against discrimination due to disabilities, environment and sustainable development, new technologies in information and communication.

2.3.5 Tips for budgeting

The provisional budget to be sent to the European Commission must show **in detail all the planned expenses and revenues**. You must use the specific form attached to the call for proposals.

The 'expenses' part shows all the eligible costs for the project. The 'receipts' part indicates the contributions made to the project (self-financing, contribution of partners, financial aids from other public and/or private organisations).

For each organisation, potentially (if the agreements are still being negotiated) or officially involved in financing your project, you must indicate its corporate name, address, contact person and the amount that this body will devote to the project.

First the budget should be

- **detailed** to make it easy to identify, monitor and control the proposed actions;
- **balanced** (total of receipts = total of expenses);
- **in EUROS**.

The allocated grant is a **co-financing**. The maximum contribution percentage of the Commission is specified in the call for proposals and should be strictly followed. It is a percentage of the global eligible budget.

The European Commission allows a **variation of 10% between the costs headings**: a cost category may not increase or decrease by more than 10% of its initial value indicated in the provisional budget. If you use this facility, you will be asked to justify it in the progress reports.

To note: if your actual expenses are less than forecast, the European Commission shall reduce the amount of its grant; on the other hand, **if the final budget is greater than the forecast budget**, the granted amount shall never be increased.

The financial principles

The European Commission differentiates between the direct eligible costs, the indirect eligible costs and the non-eligible costs.

The direct eligible costs

All the costs generated by the actions and required to implement the latter (= that would not have occurred if the action had not taken place). This includes the costs of staff dedicated to the project, travel expenses, equipment, consumables, financial services and communication costs.

The indirect eligible costs

The indirect costs correspond to the increase in your operating expenses due to running the project. The percentage allotted to these expenses should not exceed 7% of the total direct eligible costs. No supporting documents are required to justify these expenses such as office costs.

2.3.6 A project coordinator's toolkit

Preparing a work plan

Before drafting the application form, it is useful to start scheduling activities and to make a **schematic and visual presentation** of the project. This **work plan** shall contain the **work method** and the articulation between the various scheduled activities and shall fix a **timetable** to implement them. Here, you will mention the discounted results, the tasks assigned and responsibilities of partners.

This presentation will be highly appreciated by the evaluators who will quickly understand your work organisation for the complete planned period.

The work plan is more than a presentation: as the project is implemented, it will become **an internal monitoring tool** for the project's progress. Running a European project is an exercise full of constraints. The actors must perform their tasks within the determined deadlines and have a limited budget. To overcome these constraints, the project leader shall base his monitoring on this work plan (or progress plan/execution plan).

The work plan of the applicant shall be precise and exactly structure the planned tasks (time-based framework), the persons in charge, the resources and budget at the time of starting the project after selection by the European Commission.

Through this, it shall be possible to systematically note the actions performed, results produced at each step and simplify the deviations in relation to the deadlines fixed by the work plan.

The work plan can be built in three stages:

1. Project breakdown into tasks and sub-tasks

The tasks (or activities) are associated with project objectives that you have defined from the beginning. The work plan shall give a list of tasks with specific names.

Each task shall represent a value of efforts to be provided (day/person) and the means necessary. **Each task must have a result** (or deliverable). The list of tasks and sub-tasks are then **gathered by group or category of activities** (work packages – WP) to identify them easily (the 'training' WP, the 'research' WP, the 'distribution' WP, etc.).

These work packages often mark significant points of progress in the project (sequential approach) and are therefore linked to a result, whether intermediary or not.

2. Estimation of the required time

Then, you need to link the work plan and its tasks to a timetable and define the duration of each task. A tool that is commonly used is the '**Gantt diagram**'. This describes the different tasks sequentially, subdivided into units based on the time that they should take. **Their starting and ending points must be clearly shown**. In such a table, it is possible to plan the main '**milestones**' of the project.

These **moments of decision to (re)direct the project** are strategic for each project manager in relation to the time and human resources available at each key moment.

3. Budgetary planning

Finally, task scheduling shall integrate the 'financial' data. You shall calculate the cost or contribution for each task. The contributions normally required for activities are the following:

Human resources, Equipment, Services, Travelling.

3 Part II – Programme details at national level

Only the countries listed below propose relevant funds in relation to the development of occupational risk assessment (OiRA) for the period 2012–2013.

Information about the funding priorities for the period 2014–2020 can be provided by the programme management authorities in the Member States. Please contact EU-OSHA for getting information on the respective persons/authorities responsible in your country.

3.1 Selected programmes for OiRA

3.1.1 European Social Fund

- Bulgaria – Human Resources Development
- Czech Republic – Human Resources and Employment
- Hungary – Social renewal
- Luxembourg – Reinforcement of Human Capital

3.1.2 European regional development fund

- Luxembourg – Operational programme regional competitiveness
- Malta – Investing in Competitiveness for better Quality of Life

3.1.3 ESF – OP Human Resources Development

- Target group of the programme
 - BULGARIA
 - NATIONAL AUTHORITIES
 - NATIONAL SOCIAL PARTNERS: EMPLOYERS ORGNISATIONS
- Policy key expressions related to OiRA
 - WORKING CONDITIONS, HEALTH AT WORK, TRAINING

1. Synthesis of the funds matching with OiRA

The operational programme for supporting Human Resources, 'HRD OP', is financed by the ESF and has a focus on increasing the economic productivity of businesses and the efficiency of public labour institutions in Bulgaria. At least one of the measures, notably 2.3, is relevant for the further development of OiRA risk assessment tools at the workplace. Axis 5 is intended for national authorities and social partner organisations only. The programme has reserved a significant budget for upgrading safety at work.

1.2 Thematic priorities

Priority Axis 2 Raising the productivity and adaptability of employed persons

2.3. Improving the working conditions at the workplace (p. 86 of the OP)

- Bringing the working conditions at the enterprise in conformity with the standards and requirements of the occupational safety and health legislation;

- Improving the occupational and health status of the workforce through introducing preventive systems for monitoring and controlling the risks for safety and health at the workplace.

Priority Axis 5 Social inclusion and promotion of social economy

5.3. Employability through better health (pp. 114–115)

Promoting equal opportunities for access to the labour market for vulnerable groups via a wide range of complex and high quality social and healthcare support services.

Improving the population's health status by improving their access to healthcare services and by raising the culture of health, especially among vulnerable groups (pp. 107–108).

The last call for proposals is aimed at improving working conditions and productivity, and to reduce sick leave and occupational accidents.

1.3 Information on the new funding scheme in 2014

This Operational Programme is to be revised for the 2014–2020 programming period. Information about the new priorities should be expected in autumn 2013 from the Ministry of Labour. See point 8 below.

2. Key sectors

The programme applies to all industry and business sectors.

3. Focus territory

The whole country

4. Eligible organisations

- National social partner organisations
- Employers
- Institutions and organisations exercising control over working conditions in enterprises
- Non-governmental organisations
- Private companies

For measure 5.3:

- Public authorities and government services or agencies linked to
 - Ministry of Labour and Social Policy
 - Ministry of Health

5. Potential financed actions

Key funded activities in the last similar call:

- Analyses of **the conception and organisation of work**
- Modernising/retrofitting of existing equipment and processes to improve working conditions
- **Training of employees so that they know how to safely use the new equipment/processes**

Information on the upcoming call for proposals and the eligible activities can be obtained in autumn 2012 from the addresses below.

6. Main criteria for partnership setting and conditions for eligibility

7. Amount awarded per project

41.76 million lev were granted for the previous call for proposals.

The maximum co-financing rate is 85%.

8. Submission period for applications

Open call deadline	Next call forecast	Time to prepare
20 July 2012 – 31 December 2012	Soon	Category 2

9. Contact

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Ministry of Labour and Social Policy

European Funds, International Programmes and Projects General Directorate Evaluation, Monitoring and Coordination of HRD OP Department

Future calls for proposals should be monitored on these websites: ESF Bulgaria:

http://ophrd.government.bg/view_doc.php/3403

http://www.az.government.bg/OPHR/procedure_details.asp?id=53

[Operational programme 'Human Resources Development'](#)

http://www.az.government.bg/OPHR/procedures.asp?type_id=1

[Operational Programme in English](#)

http://ophrd.government.bg/view_file.php/3226

10. Recommendations

The programme is a very relevant opportunity for OiRA stakeholders to improve working conditions at company level. Development of risk assessment tools can be presented as the means of strengthening the dialogue between social partners and national ministry of labour.

HRD OP accords great importance to the collaboration between sectoral social partners, national authorities and the labour inspectorate in upgrading safety and health conditions at work.

Each call for proposals targets a specific group of applicants.

Social partner organisations in Bulgaria are strongly advised to contact the HRD OP Department to validate their eligibility and monitor the upcoming calls for proposals, and to use this opportunity before the end of the programme in 2013.

3.1.4 ESF – OP Human resources and employment

- **Target group of the programme**
 - CZECH REPUBLIC
 - NATIONAL AUTHORITIES: MINISTRIES, AGENCIES
 - NATIONAL SECTORAL SOCIAL PARTNER
- **Policy key expressions related to OiRA**
 - SOCIAL DIALOGUE, SOCIAL PARTNERS

1. Synthesis of the funds matching with OiRA

The Czech authority of the European Social Funds has launched a call for proposals no. 95 (CZ.1.04/1.1.01) under the Operational Programme 'Human Resources and Employment' and its **priority axis 1 adaptability** which is related to the reinforcement of social dialogue and to the capacity building of social partners. The general objective of this priority is to prevent unemployment. Even more precisely, this call for proposals is launched **under priority 1.1: 'Increasing the adaptability of workers and competitiveness of enterprises'**.

1.1 Objectives of this call

The aim of the call is to increase the adaptability of workers and the competitiveness of enterprises, with emphasis on the development of social dialogue and capacity building of social partners. These activities will lead to the fulfilment of the overall objective 1.1, which is to increase the level of professional knowledge, skills and competencies of employees and employers.

1.2 Thematic priorities

Priority axis 1.1: Social Dialogue and Health at work

The more specific target is to contribute to increased cooperation between employers and employees through the development of social dialogue. The priorities are:

- To increase awareness of the social dialogue at sectoral and enterprise level
- **To reinforce the capacities of the social partners** (with an emphasis on regional and sectoral level)
- To advance cooperation between social partners and promote social dialogue in the context of further education and collective bargaining
- To improve and to intensify the transfer of information from the tripartite level towards regional, sectoral and enterprise levels
- To support and establish social peace
- To provide consultancy support for social partners.

1.3 Information on the new funding scheme in 2014

This Operational Programme is to be revised for the 2014–2020 programming period.

2. Key sectors

The programme applies to all industry and business sectors.

The programme underlines the importance of sectoral social dialogue.

3. Focus territory

The whole country

4. Eligible organisations

- National or regional social partner organisations
- Public authorities, including related associations and government services or agencies
- Non-profit-making organisations/research centres/institutes, universities
- Non-profit-making networks of companies or of workers' organisations
- Public authorities, including related associations and government services or agencies

5. Potential financed actions

Actions that develop and strengthen cooperation between employers and employees with an emphasis on labour relations, **health, safety**, and human resources development, are required. Such actions could be:

- **Introducing innovative management systems and business organisation for the social partners**, including human resource management, management consultancy and greater regional awareness in the area of social dialogue using international cooperation and support for workers' participation in training, conferences, workshops, etc., devoted to theme of social dialogue.
- **Training for employees and employers aimed at complementing, expanding and enhancing knowledge in the field of social dialogue**, including educational activities in the field of information and communication technologies for social partners.
- Increasing professional competencies and skills of employees of regional branches of the employers' and workers' organisations.
- Support policymaking and monitoring the development of regional tripartism (especially with regard to the matching of supply and demand in the labour market in the context of enlargement and **promotion activities of the National Occupations System**) based on local partnerships (social partners and representatives of regions).
- Promoting the use of modern technology and regional counselling centres to help employees better understand the legislation governing labour relations between employers and workers.
- Support the transfer of information acquired from foreign internships to members of the social partner organisations.

These areas are necessary to increase the capacity of the social partners and strengthen their role in increasing the competitiveness of enterprises and adaptability of employees. Furthermore, it is necessary to pay attention to the introduction of **innovative and modern forms of work organisation**.

6. Main criteria for partnership setting & conditions for eligibility

Three main conditions for eligibility:

- 1) In case of partnership, ONE partner of the project must be a social partner
- 2) An analysis of the needs that the project is meeting must be specified in the project application, depending on the target group
- 3) The focus of the activities specified in the project application at the national level must have an impact on sectoral, regional and enterprise level social dialogue.

The following applicants are eligible:

1st Group of potential applicants:

Confederation of Industry of the Czech Republic

Confederation of Employers 'and Entrepreneurs' Associations of the Czech Republic

Czech-Moravian Confederation of Trade Unions

Association of Independent Unions

2nd group of potential applicants:

Employers' organisations and trade unions which have signed a collective agreement at least one month before the announcement of the call. The agreement should be valid at least until the end of 2012.

Remark: These eligible applicants must be directly responsible for the preparation and management of the project; their role must not be to act as mediators

7. Amount awarded per project

Restrictions on the amount of financial support for one project:

For the social partners, who are defined by the Council of Economic and Social Agreement: the minimum is 10 million CZK and the maximum amount is 60 million CZK

For the employers' organisations and trade unions, which themselves agreed higher level collective agreements (HLCA): The minimum amount is CZK 5 million and the maximum amount of support for one project is 15 million CZK.

The amount of support for the project from OP HRE can reach up to 100% of eligible project costs. Eligible project costs will be covered up to 85% from the OP HRE and the remaining 15% from the state budget.

8. Submission period for applications

Open call deadline	Next call forecast	Time to prepare
31 December 2012		Category 2

9. Contact

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Link to programme:

<http://www.esfcr.cz/modules/marwel/index.php?rewrite=vyzva-95&lang=1>

10. Recommendations

The programme is a very relevant opportunity for OiRA stakeholders to increase/foster social dialogue about working conditions and employee involvement in the company.

Be aware that each call for proposals targets a specific group of applicants!

3.1.5 ESF – OP Social renewal

- Target group of the programme
 - HUNGARY
 - NATIONAL AUTHORITIES
- Policy key expressions related to OiRA
 - HEALTH AT WORK, WELL-BEING, PREVENTION ILLNESS

1. Synthesis of the funds matching with OiRA

The Social Renewal Operational Programme in Hungary contributes to the expansion of employment and the promotion of permanent growth in the country primarily through the development of human resources and by measures aimed at the supply side of the labour market.

1.1 Thematic priority axis

Priority axis 6: Health preservation and human resource development in health care system

Measure 6.1: Improving health and encouraging health-conscious behaviour

Awareness raising and promotion of health-conscious behaviour for wide groups of society, as well as the **communication of health risk factors**, can be most efficiently performed by transferring knowledge which shapes the correct attitudes.

The development of lifestyle programmes promoting health, and knowledge related to modern health development that is based on evidence for various levels of education, as well as screening programmes and campaigns, will lead to an improvement in the **state of health of the workforce**, reducing the number of days spent on **sick leave** as opposed to working, increase the number of healthy years in the long term, improve the **labour market potential of the working-age group**, increase participation on the labour market, improve the **adaptability of employees**, and **strengthen their status** on the labour market.

1.2 Objectives of the last call published in August 2012

- **Decrease sick leave, avoid occupational accidents and diseases and improve working conditions**
- Strengthening the **skills** and knowledge necessary for a healthy lifestyle
- Awareness raising actions for all generations
- The important **risk factors** affecting health
- Improving cooperation at local level.

1.3 Information on the new funding scheme in 2014

A new call for proposals will be published in 2013 on the topic 'promoting healthy working conditions'. This call should be opened to national authorities and labour inspectorates but not involve social partner organisations.

The Operational Programme is to be revised for the programming period 2014–2020. Information about the new priorities should be expected for 2013.

2. Key sectors

The programme applies to all industry and business sectors.

3. Focus territory

The whole country, except Central Hungary

4. Eligible organisations

- Public authorities, including related associations and government services or agencies
- Non-profit NGOs
- SMEs
- Others

5. Potential financed actions

- Smoking prevention campaigns and programmes to help people who want to stop smoking
- Prevention of irresponsible consumption of alcohol and drugs
- Programmes dealing with mental health and stress control
- Promotion of healthy diet and physical activity
- Programmes that strengthen skills
- Implementation of the programme dealing with the prevention of accidents
- Editing of brochures
- **Creation of online services**

6. Main criteria for partnership setting & conditions for eligibility

There is no indicated number of partners necessary to form a partnership.

7. Amount awarded per project

The maximum co-financing rate of the last call is 100%. However, the average co-financing rate is closer to 75–80%.

Based on the earlier publications we can say that part of the call is to national authorities (A) and another part was targeting SMEs (B). 3 billion HUF were committed for component A.

8. Submission period for applications

Last call deadline	Next call forecast	Time to prepare
July 2012	June 2013	Category 2

A call for proposals on this priority closed last July. A similar call is expected for June 2013. The general objective was to promote a healthy lifestyle in Hungary. **A pre-announcement** for the call is expected to be published in February 2013.

9. Contact

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Another contact person for the future call will be provided.

[Link to the last call](#)

<http://www.nfu.hu/doc/3377>

[Link to the Operation Programme Social Renewal](#)

http://www.nfu.hu/download/24848/T%C3%81MOP_adopted_en_modification1.pdf

10. Recommendations

The programme is de facto relevant for public authorities. The target groups are not well defined in the programme documents. We recommend that OiRA stakeholders in Hungary contact the implementing unit ESZA to validate the eligibility of labour inspectorates and public agencies involved in preventing illness at work under the forthcoming call in 2013.

3.1.6 ESF – OP Regional competitiveness and employment

- **Target group of the programme**
 - LUXEMBOURG
 - NATIONAL AUTHORITIES
 - NATIONAL SOCIAL PARTNERS, EMPLOYERS/WORKERS ORGANISATION
- **Policy key expressions related to OiRA**
 - MODERNISATION OF ORGANISATION, WORKING CONDITIONS

1. Synthesis of the funds matching with OiRA

This Operational Programme (OP) for the years 2007–2013 in Luxembourg is funded out of the European Social Fund. It is aimed at promoting employment and sustainable inclusion in the labour market as well as increasing the adaptability of workers and enterprises and reinforcing human capital at cross-industry level.

1.1 Priorities

Priority 3 Reinforcement of Human Capital of the OP in particular matches the development OiRA tools by insisting on exchange and collaboration between social partner organisations. This priority has three main objectives:

1. Bring closer institutes of Higher Education with research centres and enterprises, especially with regard to innovation and research
2. **Bring organisation and working conditions up-to-date**
3. **Encourage the actions of social partners**

1.2 Sub-axis or measure

The relevant sub-axis of this priority is 'Modernisation of organisation and working conditions' that would contribute to improve:

- the quality of work and workforce
- Corporate Social Responsibility (CSR) in favour of older workers, **health and security at work**, the employment of persons with disabilities, and the fight against unemployment.

The possible final targets of these measures are enterprises, employees, older workers and persons with disabilities.

1.3 Information on the new funding scheme in 2014

The Operational Programme is to be revised for the programming period 2014–2020. Information about the new priorities is expected mid-2013.

2. Key sectors

The programme applies to all industry and business sectors.

3. Focus territory

The whole country

4. Eligible organisations

- National or regional social partner organisations
- Public authorities or semi-state agencies at national or regional level
- Research centres and institutes, universities, education and vocational training institutions or networks
- Enterprises
- Non-profit organisations, civil society organisations, associations

5. Potential financed actions

- Promotion and implementation of best practices related to CSR
- Raising enterprises' and public awareness of the CSR
- Target groups of the actions are enterprises, employees, older employees and disabled employees

6. Main criteria for partnership setting & conditions for eligibility

The projects can be conducted for a maximum of three years, from 01/01/2013 until 31/12/2015

7. Amount awarded per project

The maximum funding given is 50% of the eligible costs, which means that 50% of the costs have to be provided by the applicant.

8. Submission period for applications

Open call deadline	Next call publication	Time to prepare
	April 2013	Category 2

Further information about forthcoming calls and the remaining funds can be obtained in November 2012.

9. Contact

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secretariat.fse@mt.etat.lu

[Link to the operational programme](#)

[The ESF site in Luxembourg](#)

10. Recommendations

According to the Luxembourgish operational programme, health and safety conditions at work are part of the CSR strategy. This could be an interesting angle to tackle the development of occupational risk assessment tools.

3.1.7 ERDF OP – Regional competitiveness and employment

- **Target group of the programme**
 - LUXEMBOURG
 - NATIONAL AUTHORITIES
 - NATIONAL SOCIAL PARTNERS
- **Policy key expressions related to OiRA**
 - E ADMINISTRATION, IT-APPLICATIONS, BUSINESS SUPPORT

1. Synthesis of the funds matching with OiRA

This operational programme of **Regional Competitiveness and Employment** – funded out of the economic development fund – aims at promoting employment and the information society at cross-industry and sectoral level. **Priority 1** of the OP is about **contributions to making Luxembourg more attractive** for investment and employment, which could be relevant for the OiRA project if we focus on specific sectors requiring more investment for modernisation.

1.1 Objectives of this call

The Priority 1 aims to promote the diversification and sustainable development of regions that have gone through serious structural changes, including industrial and urban zones. Another objective is to contribute to economic, environmental and urban revitalisation of the national territories.

1.2 Thematic priorities

Under this priority axis, Measure 1.1.2: 'Promoting information society for all economic actors' aims to improve and **promote the use of technology information and communication technologies (ICTs)** for the benefit of the economic actors.

1.3. Information on the new funding scheme in 2014

The Operational Programme is to be revised for the programming period 2014–2020. Information about the new priorities is expected mid-2013.

2. Key sectors

The programme applies to all industry and business sectors.

The programme underlines the importance of sectoral upgrading.

3. Focus territory

The whole country

4. Eligible organisations

- Public authorities or semi-state agencies at national or regional level
- Business associations
- National social partner organisations
- Enterprises

- Chambers of commerce
- Associations

5. Potential financed actions

- Feasibility study
- Creation and development of web portals as one-stop shop, and of information and exchange online platforms dedicated to social and economic actors
- **Setting up of networks between companies, public administrations and/or public research centres**

Target groups for actions

- Public authorities: State, municipalities, associations of municipalities, public institutions
- National social partner organisations
- Public research centres
- Development corporations – public, private, mixed
- Business and / or groups of companies
- Organisations and professional chambers
- Associations with public and private status

6. Main criteria for partnership setting & conditions for eligibility

- Project directly related to an infrastructure project: reception facilities, accommodation and restoration
- Project promoting and supporting entrepreneurship
- Project contributing to the development of skills and /or regional specialisations
- Project engaged in supporting entrepreneurship
- Project developing technologies and / or new business models requiring a startup boost

Examples of eligible costs

- Expenses related to promotion, training and publicity
- Expenses related to equipment and IT
- Staff costs for implementing action
- Presentation and awareness raising materials

7. Amount awarded per project

Maximum co-financing rate is 25% of eligible costs for priority 1.

8. Submission period for applications

Open call deadline	Next call forecast	Time to prepare
Anytime		Category 2

9. Contact

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Ministry of the Economy and external trade

Link to the Operational Programme Luxembourg

http://www.feder.public.lu/programme_reconversion/competitiviteregionale_emploi/guide_utilisateur_2007/appel_candidatures/index.html

10. Recommendations

It appears after discussion with the managing authority that the ERDF's measure 1.1.2 would also be relevant, although ESF funds might be more straightforward (especially since the remaining budget for ERDF measure 1.1.2 is €1 million for 2013).

Project proposals can be submitted at any time. It is not necessary to wait for a publication of call for proposals.

The national 'Economic competitiveness' programme should be an appropriate opportunity for national authorities and labour inspectorates that wish to work on the development/implementation of the online tool.

Please note that in this case the accent must be on the IT application or E-administration for public authorities. Social partners should act as final target groups of such actions rather than applicants.

3.1.8 ERDF OP – Investing in competitiveness for better quality life

- Target group of the programme
 - MALTA
 - NATIONAL AUTHORITIES
- Policy key expressions related to OiRA
 - E-ADMINISTRATION, E-SERVICES TOOLS, HEALTH RELATED INFRASTRUCTURE

1. Synthesis of the funds matching with OiRA

The Priority Axis 6, 'Urban Regeneration and Improving the Quality of Life', of the OP European Regional Development Fund aims to safeguard and to valorise the country's urban heritage and promote an overall improvement in quality of life through better accessibility, enhanced education, social and health systems and increased environmental monitoring capacity.

Furthermore, there are two relevant objectives for further development of public services in the field of occupational risk assessment with online tools:

- To promote further the use of information society and increase e-services;
- To continue investments in the health, social and education sectors (p.134 in the OP)

A call for proposals dealing with this axis is forecast ('Pre-announcement to the 15th & 16th calls for project proposals under the European regional development fund')

1.1 Objectives

To promote further the use of information society and increase e-services: This is in line with the Government's strategy **to sustain e-Inclusion initiatives across society** and the economy in a bid to narrow the digital divide to leverage the best use of ICTs across the public and private sectors.

To continue investments in the health, social and education sectors: Malta should make every effort to meet the overarching **goal of developing excellent quality and patient-centric services** and treatment propositions which are entirely designed around **the clinical and non-clinical needs of the patient.**

1.2 Thematic priorities

Education, social and health-related infrastructure.

1.3 Information on the new funding scheme in 2014

The Operational Programme is to be revised for the programming period 2014–2020. Information about the new priorities should be expected for 2013.

2. Key sectors

The programme applies to all public services

3. Focus territory

The whole country

4. Eligible organisations

- Public authorities or semi-state agencies at national or regional level

5. Potential financed actions

- Improved access to e-government services and other e-accessibility initiatives
- Investment in general public educational (including vocational) and training infrastructure
- Investment in social and social inclusion infrastructure (including childcare – both public and for enterprises)
- Investment in public health infrastructure and equipment, including the establishment of a new oncology centre
- Setting up environmental monitoring programmes.

6. Main criteria for partnership setting & conditions for eligibility

The call is restricted to interventions by Public Entities

7. Amount awarded per project

The total indicative financial threshold for this call is €12 million.

8. Submission period for applications

Open call deadline	Next call forecast	Time to prepare
29 October 2012		Category 1

9. Contact

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- Link to the relevant calls and Operational Programme
http://www.ppcd.gov.mt/open_calls_opi
- Future calls for proposals should be monitored on this website: [PPCD – open calls](#)

10. Recommendations

The relevance of this programme is limited for the OiRA stakeholders: first because only the national public administrations are eligible, second because few opportunities match with the OiRA approach. Regarding the remaining open call, potential applicants should have a discussion with the managing authority about the relevance of online risk assessment tools with regard to the situation in Malta.

Please note that in this case the accent must be on the IT application or E-administration for public authorities. Social partners should act as final target groups of such actions rather than applicants.

3.2 Practical advice on applying for EU funds in a national context

3.2.1 Understand the expectations of the regional policy

The National Operational Programmes presented in this guide are financed by the structural funds.

The European Social Fund was refocused in 2010, to meet the demands of the Lisbon Strategy. It was designed to support Community objectives in relation to social inclusion, non-discrimination, the promotion of equality, and education and training. The links between the ESF and the policy framework – **the European Employment Strategy** – were reinforced, with an emphasis on employment and training.

It is therefore worth looking in some detail at the priorities outlined in the Regulations for 2007–2013 [(EC) No 1081/2006 of 5 July 2006 and (EC) No 1080/2006].

Regarding ‘occupational risk assessment’ we can find following policy objectives that match and cover the purpose of the OiRA project:

Increasing adaptability of workers, enterprises and entrepreneurs, with a view to improving the anticipation and positive management of economic change, in particular by promoting:

Lifelong learning and increased investment in human resources by enterprises, especially SMEs, and workers, through the development and implementation of systems and strategies, including apprenticeships, which ensure increased access to training by, in particular, low-skilled and older workers, the development of qualifications and competences, the dissemination of information and communication technologies, e-learning, eco-friendly technologies and management skills, and the promotion of entrepreneurship and innovation and business start-ups.

The design and dissemination of innovative and more productive forms of work organisation, including better health and safety at work, the identification of future occupational and skills requirements and the development of employment, training and support services, including outplacement, **for workers in the context of company and sector restructuring.**

The Convergence objective in the least-developed Member States and regions has the following priorities: expanding and improving investment in human capital, in particular by strengthening institutional **capacity and the efficiency of public administrations and public services at national, regional and local level** and, where relevant, **of the social partners** and non-governmental organisations, with a view to **reforms, better regulation and good governance in the economic and employment field.**

The **European Regional Development Fund (ERDF)** is also promoting employment in the sense of increasing productive investment which contributes to creating and safeguarding sustainable jobs and stimulating innovation and entrepreneurship in all sectors of the regional and local economy.

The most interesting ERDF priorities for us:

- stimulating innovation and entrepreneurship in all sectors of the regional and local economy by supporting the introduction of **new or improved products, processes and services onto the market by SMEs**, supporting business networks and clusters, improving access to finance by SMEs.
- promoting access to, **take up, and efficient use of ICTs by SMEs** by supporting access to networks, the establishment of public Internet access points, equipment, and the development of services and applications, including, in particular, **the development of action plans for very small and craft enterprises.**

Within the framework of these objectives, the ESF and ERDF support Operational Programmes prepared by Member States at a national or regional level. For the purpose of our Guide book we only looked at the national-level programmes.

The opportunities presented here under the Operational Programme for Human resources Development or Economic development are provided by management authorities. These are all open to the OiRA target audiences.

For the 2014–2020 period, the operational programmes are under preparation and discussions are going on between Commission and national authorities. It is therefore advisable to contact the national authorities in mid-2013 to see if promotion of occupational health and safety will appear on the national priorities for 2014–2020. The list of authorities can be found in the Contact directory which is available from EU-OSHA.

3.2.2 Reading the programming documents

Understanding the spirit of the programmes.

The main difficulty for project applicants that wish to make an application to one funding measure of the operational programme, is matching their own initiative to the expectations of the programmes. Once again, only projects that show a direct match with the EU priorities embedded in the national programme have a chance to be approved.

That is why you should consult and understand the programme documents, **before formalising your application** and understand why the State defines these priorities for 2014–2020. What diagnosis is made about working conditions in sectors, what original situation is described at the start, what objectives have been defined for the medium term, and how will your initiative contribute to these objectives?

The actual situation is laid out in the NSRF (National Strategic Reference Framework), as well as in the operational programmes for ERDF and the ESF national operational programme.

Remember that before you formalise an application, you must **meet the programme officers, present your project and take into consideration their constraints**, and redirect your proposal when necessary.

One of the most important aspects of your proposal that will be considered is the potential impact of your project on the territorial development.

Based on the interest expressed by the programme officers the application can be written and submitted at the local managing authority in charge.

3.2.3 The five key steps of the project preparation for the ESF

Take a professional approach and respect all the different phases of the project structuring; these will be key to your project's success.

a) Define your project (Project Fiche)

Start working on your grant application well in advance. In this very first phase you define your project. It is recommended that you write a project fiche, two pages that synthesise your principal outline, in order to formalise your project. This tool will serve as a presentation support with all interlocutors that you will meet. The project fiche will be central in your application procedure. In addition to serving as an effective preparation tool, the project fiche is very useful in communication with the Fund managers and the potential project partners.

b) Identify the right programme

It is only once you have defined your project that you search the relevant programme. You should define a project that would be important for your organisation and then proceed with identifying the relevant priority axis of your regional operational programme. This way your grant application will be most effective. It is most definitely *not* recommended to start the project preparation in the reverse order: by observing first all the funding lines provided by the European structural funds, as this method may discourage you. Always make sure you have a main idea and clear objective and then try to fit the project application to the funding available. If the implemented project is not strategic for your organisation and does not motivate your team, it is advisable to drop the project.

c) Get familiar with the documents and functioning modalities

Before presenting your application for the grant, it is necessary to study all relevant national and European documents. You are able to propose a 'good' project if you have a wide general knowledge of the regulations and the functioning of the Structural Funds in Europe and in your region. Some consider this task very time-consuming, but reading all the different documents will provide you relevant arguments to defend your application. As a minimum the following documents should be read:

- The Operational Programme
- The Call text

d) Contact the managing authority

Once your project starts to take a more concrete form, contact your managing authority. Before starting the setting up of the project application, it is necessary to verify that your project is considered interesting. This indispensable interlocutor can provide you with some precious advice on the presentation of your project and on how to link it with the regional priorities of the structural funds.

e) Formalise your application

As you move forward with the formalisation of your project, your project fiche should include a maximum of ten pages. In the end, your application dossier will go over almost all contents of your project fiche and this way your workload is eased. During the first exchange with the managing authority, get the most up-to-date versions of the application documents. These documents can be modified during the programming. As a result, it is important always to work with the latest versions while writing the application.

3.2.4 Using institutional relationships

What procedure to follow? Our recommendations

Present your project to the Structural funds managing authority

Before you apply and start filling out your application form, it is essential that you get prior validation of the project idea from the instructing authorities. Your project sheet will offer a synthetic format that allows the instructor to understand the key issues in your project, its challenges, its needs, the objectives, expected results and the forecasted resources you wish to commit.

- Beware! This prior validation is not a compulsory step and does not commit any party concerning your project. You can consider that public authorities expressed their interest in the project, and validate its eligibility. This first exchange with instructors allows you to understand the funders' expectations, and to bring substantial changes to your project to make it correspond and contribute to the national priorities.

- Once the first contact has been established, you must keep in contact with your correspondent and polish your application over the remaining time.
- Always be sure that you are working on up-to-date versions of the publications. During the programming period the guidelines and forms often evolve. It is very important to obtain the final versions before you start to write.

The European Agency for Safety and Health at Work (EU-OSHA) contributes to making Europe a safer, healthier and more productive place to work. The Agency researches, develops, and distributes reliable, balanced, and impartial safety and health information and organises pan-European awareness raising campaigns. Set up by the European Union in 1996 and based in Bilbao, Spain, the Agency brings together representatives from the European Commission, Member State governments, employers' and workers' organisations, as well as leading experts in each of the EU-27 Member States and beyond.

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