**Supplementary information related to the management of the programme - Annotated Template – Programme Agreement preparation**

Based on the submitted concept note and comments from the donors, the Programme Agreement (PA) will be prepared by the FMO in consultation with the National Focal Point (NFP)/Programme Operator (PO). This annotated template is drafted to guide the Programme Operators in the submission of supplementary information related to the management of the programme in line with the requirement mentioned in Article 6.3.1 of the Regulation. The information provided in this document will be used for the preparation of the PA.

1. **Internal organisation of the PO and management of the programme**

Please provide an overview of the programme management set-up, the division of tasks and roles between programme partners, the verification of payment claims process and the payment flow.

1. **Overview of the organisation:**

Please provide an organigram and description of the role of any programme partners/implementing agencies. Please indicate the unit/division responsible and the staff member details. The PO’s organisational structure shall ensure independence and functional separation of the division responsible for verification of incurred expenditure and approval of payments from other divisions responsible for the implementation of the programme as per point l) of Article 5.6.1 of the Regulation.

* Programme Operator: Ministry of Interior

Ministy of Interior of Republic of Bulgaria was designated as Programme Operator (PO) for the Home Affairs Programme 2014-2021. The functions of PO will be carried out by the International Projects Directorate (IPD). IPD is a specialised directorate of the Ministry of Interior for management of EU funds and other international donor programmes. In 2008, the year of the initial establishment of the International Projects Directorate, the latter came into being without legal entity status. According to subsequent amendments of the MoI Act adopted in 2009, IPD has been granted the statute of legal person.

IPD was Responsible Authority for the implementation of the Multi Annual Programmes of Republic of Bulgaria under the External Borders Fund and Return Fund as part of the General Programme ‘Solidarity and Management of Migration Flows’ in the 2008-2013 period. In 2015 IPD was designated as Responsible Authority for the Internal Security Fund 2014-2020 and Asylum, Migration and Integration Fund 2014-2020.

Sub-units of IPD:

Programmes and Projects Department (13 permanent positions, 11 officials appointed) works on programming, preparation of PDPs and conduction of grant procedures as well as of public procurement procedures and concluding agreements funded under Programme management costs.

Ex-ante Control and Irregularities Department (10 permanent positions, 8 officials appointed) executes ex-ante control over tender documentation and control over conduction of public procurement procedures and manages the processes relevant to prevention, detection and reporting of irregularities

Monitoring, Verification and Payments Department (17 permanent positions, 16 officials appointed) performs technical and financial verification of the implementation of concluded grant agreements and performs financial management and accounting under Norwegian Financial Mechanism (2014-2021)

Currently the International Projects Directorate has 41 permanent positions and 36 appointed officials, 34 of whom are higher education graduates – Bachelor or Master Degree.

Organigram of IPD:

* Programme Partner(s): n/a
* Donor Programme Partner(s): National Police Directorate (POD), Norwegian Ministry of Justice and Public Security, Norwegian Directorate of Immigration (UDI)

The Norwegian Ministry of Justice and Public Security (NMoJ) is a strategic donor programme partner in the Home Affairs programme, as well as in the Justice programme, and shall contribute to the strengthening of synergies between the Home Affairs and the Justice programme. The NMoJ aims to strengthen bilateral relations between Norway and Bulgaria to the mutual benefit of their people.

The main partner on the asylum and migration component of the programme is the Norwegian Directorate of Immigration (UDI). Based on longstanding experience as DPP to the migration program in Greece during the outgoing financial period, UDI is prepared to act as Donor Program Partner. UDI suggests contributing to further detailing and implementation of the suggested predefined projects with its expertise in these fields, aiming at reaching program goals. In terms of bilateral actions UDI suggests to bring in related institutions to UDI such as the Child Protection Agency, the Police Immigration Service, the Integration and Diversity Directorate, as well as civil society actors such as Norwegian Refugee Council and Norwegian Organization for Asylum Seekers aiming at facilitating bilateral professional relations and networks.

The main partner on the police cooperation and fighting organised crime component of the programme is the National Police Directorate (POD). POD assists the PO in consulting relevant stakeholders in the police cooperation area, facilitated consultations between Norwegian and Bulgarian experts, involving relevant donor state entities, to identify potential areas for bilateral cooperation and specific partners in pre-defined projects.

* International Partner Organization(s): Council of Europe (CoE)

The programme will allow Bulgaria to benefit from the expertise and standards developed within the framework of the Council of Europe, which will act as an International Programme Organisation (IPO) in the programme. The IPO has been actively involved in the programme preparation phase by providing advice and input to the concept note, taking part in and facilitating expert meetings, stakeholder consultations and Cooperation Committee. Due to capacity limitations as CoE is not involved as project promoter or partner in the Programme, the IPO will perform advisory function in the implementation phase of the Programme by providing recommendations, profiles of experts if/when needed, contributions to expert meetings, Cooperation Committee and/or Selection Committees.

* Cooperation Committee

In accordance with Art 4.4 of the Regulation on the Implementation of the Norwegian Financial Mechanism 2014-2021, the Cooperation Committee shall provide advice on the preparation and implementation of the Home Affairs Programme in Bulgaria. The Cooperation Committee consists of representatives from the Programme Operator (Ministry of Interior of Bulgaria), the Donor Programme Partners (National Police Directorate, Norwegian Ministry of Justice and Public Security, Norwegian Directorate of Immigration) and the International Partner Organisation (Council of Europe). The National Focal Point, the Financial Mechanism Office, the Royal Norwegian Embassy in Bucharest and the Programme Operator of the Justice Programme in Bulgaria (Ministry of Justice) will participate as observers to the Cooperation Committee meetings. Where necessary, members and observers of the Cooperation Committee may invite experts and other relevant parties to attend the meetings of the Committee.

The DPPs and the IPO will also be involved in the providing advice on the use and the management of the bilateral fund. They will facilitate networking between organisations from Bulgaria and Norway, reaching out to possible donor state project partners and advising on possible activities within the programme to strengthen the bilateral aspects.

|  |  |  |
| --- | --- | --- |
| Institution - Unit/ Division | Role | Staff members details  (Name / Position) |
| PO - International Projects Directorate | International Projects Directorate is a specialized structure of the Ministry of Interior for management of EU and other international programmes and funds. | Maya Petkova, Director |
| PO - International Projects Directorate - Programmes and Projects Department - Programming | Development of programmes (Art. 5.6.a, b, d, i, s, u, x of the Regulation on the Implementation of the NM 2014-2021) | Krasimir Ushnev, Head of Programmes and Projects Department  Rositsa Gavazova, chief expert  Elitsa Yancheva, chief expert  Juliana Hadzhiivanova, chief expert  Mihalil Borbelov, senior expert  Valentina Simeonova, administrator |
| PO - International Projects Directorate - Programmes and Projects Department – Calls for Proposals and Selection of Projects | Development of calls for proposals documentation  Selection of projects and grants awarding (Art. 5.6.c, d, i, s, u, x) | Krasimir Ushnev, Head of Programmes and Projects Department  Eleonora Stefanova, chief expert  Angelina Garkova, chief legal adviser  Petka Ivanova, chief legal adviser  Daniela Martinova, chief expert  Krasimir Valkov, junior expert |
| PO - International Projects Directorate - Monitoring, Verification and Payments Department - Technical Verification | Monitoring programmes implementation, technical verification and on-the-spot checks (Art. 5.6.g, h, i, j, k, l, n, o, p, q, s, t, u, x) | Komnya Indzhova, Head of Monitoring, Verification and Payments Department  Dimitar Georgiev, chief expert  Tanya Todorova, chief expert  Mirena Dimitrova, chief expert  Tsvetelin Tsvetkov, chief expert  Iveta Kitova, senior expert  Nina Ivanova, junior expert  Maria Velcheva, chief legal adviser |
| PO - International Projects Directorate - Monitoring, Verification and Payments Department - Financial Verification | Financial verification and accounting, verification of incurred expenditure and approval of payments (Art. 5.6.e, f, j, k, l, m, n, o, p, q, r, s, t, u, x) | Komnia Indzhova, Head of Monitoring, Verification and Payments Department  Ivaylo Zanev, chief expert  Krasimir Nikolov, chief expert  Plamena Lambova-Geraskova, chief expert  Lyudmila Velinova, chief expert  Iliana Stoyanova, senior expert  Krasimira Bachvarova, chief expert  Verginia Voutova, chief expert |
| PO - International Projects Directorate - Ex-ante Control and Irregularities Department | Control on procurement and calls for proposals (Art. 5.6. 1.e, i, t, u, v, w, x; Art. 5.6.2; Art. 8.15) | Alexander Dragovski, Head of Deparment  Desislava Vasileva, chief expert  Marin Laskov, chief expert  Hristo Anastasov, chief expert  Nikola Aleksov, chief expert  Georgi Kolev, chief legal adviser  Tsvetelina Peychinova-Stoeva, chief legal adviser  Ginka Pencheva, legal adviser |
| PO - International Projects Directorate - Ex-ante Control and Irregularities Department | Reporting to NFP on cases of suspected and actual irregularities, their investigation and any remedies taken (Art. 12.3.3) | Alexander Dragovski, Head of Deparment,  Hristo Anastasov, chief expert |
| DPP - Norwegian Ministry of Justice and Public Security | A strategic donor programme partner in the Home Affairs and the Justice Programme in Bulgaria, contributing to the aim for strengthening synergies between the two programmes and bilateral relations between Norway and Bulgaria | Hanne Messel, Senior Adviser  Hilde Marit Knotten, Senior Adviser |
| DPP - National Police Directorate | A main donor programme partner on the police cooperation and fighting organised crime actions, facilitating the establishment and continuation of excisiting bilateral partnerships between Bulgaria and Norway in the area | John Ståle Stamnes |
| DPP - Norwegian Directorate of Immigration | A main donor programme partner on the asylum and migration component of the Home Affairs Programme, facilitating the establishment of bilateral partnership between relevant actors in Bulgaria and Norway | Anne Siri Rustad, Policy Director  Tor-Magne Hovland, head of International unit  Ioannis Tavridis, Senior adviser  Dobromira Tjessem, senior adviser |
| IPO - Council of Europe | An International Programme Organisation performing advisory functions in the programme’s development and the implementation phases, providing support through expertise and experience in specific areas | Sophio Gelashvili  Marta Becerra  Igor Nebyvaev  Tanja Rakusic-Hadzic  Alberto Maynar-Aguilar  Ardita Abdiu  Ivan Koedjikov |

If the management of any small grant scheme(s) is to be sub‐contracted, describe the Programme Operator’s requirements vis‐à‐vis the small grant scheme’s operator(s) and how the division of tasks between the Programme Operator and the small grant scheme operator(s) is envisaged. If the subcontractor (s) has/have not been identified, then describe how this will be done. If the subcontractor (s) has/have already been identified, then describe the sub‐contractor(s) as well as how and on what basis this / these sub‐contractor(s) has / have been identified.

Not applicable.

Small grant scheme(s) are not envisaged in the programme.

1. **Separation of tasks:**

Please provide us with an overview of the division of tasks within the programme. Article 5.6 of the Regulation provides details on the responsibilities of the PO and could serve as a starting point for the overview. Please provide a plan to ensure adequate division of tasks and management capacity. As per Article 5.6 (l), the PO organizational structure shall ensure independence and functional separation of the division responsible for verification of incurred expenditure and approval of payments from other divisions responsible for the implementation of the programme. Note that when the NFP acts as PO or the PO acts a Project Promoter (PP) an adequate functional separation of tasks and responsabilities shall also be ensured. In addition, if the NFP acts as PO please describe the approval process of the Management and Control System (MCS) at programme level by the NFP as per Article 5.7.2 of the Regulation.

In division of tasks within the programme, the following principles will be observed:

- separation between the unit for programming and the unit for verification of payments;

- separation between the unit for selection of projects and the unit for verification of payments;

- separation between the ex-ante control and irregularities unit and the unit for technical and financial verification;

- ensuring independence and functional separation of the division responsible for verification of incurred expenditure and approval of payments from other divisions responsible for the implementation of the programme in accordance with art. 5.6.1.l of the Regulation on the implementation of the NFM 2009-2014;

- avoiding conflict of interest in administrative and on-the-spot checks;

- separation of tasks: each staff member is responsible for a specific task and each staff member is under the supervision of another staff member.

The division of tasks is guaranteed by the establishment of separate and independent departments within the PO. Conflict of interest is avoided through strict description of responsibilities of each department, detailed internal rules and procedures as well as job descriptions of PO staff.

Programmes and Projects Department is responsible for preparation of the calls for proposals, selection procedures and conclusion of project contracts. Priniciples of transparency and equality will be applied in the procedures for selection of projects. The calls of proposals and pre-defined projects in the programme shall be consulted with and approved with relevant stakeholders, including in the frameworks of the Cooperation Committee.

Public procurement shall be carried out by the Project Promoters in accordance with the relevant EU/BG legislation. The PO shall carry out 100% ex-ante control of part of the public procurement documentation (contract award decision, public notice, technical specification, selection award criteria and methodology and the initial contract on the procedure) in order to verify compliance with the European and national legislation. In the cases of art. 8.15.3 PO shall verify whether the awarding procedure allows a full and fair competition between potential providers and thus ensures the optimal use of resources from the Norwegian Financial Mechanism 2014-2021. In case of discrepancy, the PO may suggest to correct the errors before publishing the documentation. PO expert from Ex-Ante Control and Irregularities Department may also participate in public procurement procedures as observer in order to ensure the application of adequate and effective means to prevent illegal or corrupt practices. The procurement notice, the other supporting documentation, the minutes of the evaluation committee's work, the contracting authority's decisions, the contract and all relevant documents are subject to ex-post control by the PO in order to ensure that the relevant EU/national legislation in the field of public procurement or any other obligation stipulated in the programme agreement are complied with. The expert who made the ex-ante control can not carry out the ex-post control.

The Monitoring, Verification and Payments Department ensures effective control through administrative and on the spot checks as well as ongoing monitoring on the projects and contracts implementation by holding meetings where the progress on projects shall be established based on regular information in the form of "Progress Tables". The administrative checks shall be carried out on the basis of the interim and final reports submitted. The Monitoring, Verification and Payments Department prepares a detailed annual plan for operational on the spot checks which includes a sample of at least 20 % of projects selected on the basis of risk analysis for every year of projects implementation. The payment shall be made after the approval of verification reports by the head of the PO. The Ministry of Interior was designated to be a Programme Operator (PO) for the Home Affairs Programme according to Annex B of the Memorandum of Understanding under the Norwegian Financial Mechanism 2014-2020, signed on 09.12.2016. Deputy Minister of Interior is appointed as Head of the PO and carries out overall control of the tasks of the operator.

In its PO capacity the IPD of MoI is in charge of the day-to-day management of the implementation of the Home Affairs Programme under the NFM. IPD conducts all PO-related tasks as per Art.5.6 of the Regulation on the implementation of the NFM 2009-2014. The Director of the IPD as authorised Head of PO will sign all grant awarding decisions, payments etc.

As to the task of verifying payments under the pre-defined projects of the PPs, which are also MoI directorates, the adimistrative and on the spot checks shall fall within the scope of the work of external verifier (a legal entity or a physical person) which is functionally independent of the PO. Experts from the Monitoring, Verification and Payments Department shall exercise follow-up control of the activities of the independent verifier by checking at least 20 % of the expenses verified by the company/person.

In case that within the scope of the interim/final reports expenses related to the conducted public procurement procedures are included, experts from Ex-ante Control and Irregularities Department shall perform checks on a random basis. The checks shall ensure that the the checks performed by the independent verifier are in compliance with the relevant legislation.

The above-described division of functions between departments within the PO, including that relating to initiating, verifying, approving and executing payments, is guaranteed by the procedures set out in the Management and Control System (MCS) under other EU funds managed by the PO.

In addition to the abovementioned system, funding is transferred directly to specifically dedicated bank accounts of the PO. Expenditure of these funds is made only upon signature of the duly authorized persons.

1. **Programme Budget and Advance payment amount**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| PA | Budget heading | EEA Grants | Norway Grants | Total grant | Programme grant rate | Programme Co-financing | Programme eligible expenditure | Advance payment  (30% of total grant) |
| PM | Programme management | €0 | €1,314,620 | €1,314,620 | 85% | €231,992 | € 1,546,612 | €231,992 |
| PA18 | Outcome 1 | €0 | €5,020,100 | €5,020,100 | 85% | €885,900 | €5,906,000 | €885,900 |
| PA20 | Outcome 2 | €0 | €10,549,780 | €10,549,780 | 85% | €1,861,726 | €12,411,506 | €1,861,726 |
| PA20 | Outcome 3 | €0 | €2,193,000 | €2,193,500 | 85% | €387,000 | €2,580,000 | €387,000 |
| PA16 | Outcome 4 | €0 | €2,422,500 | €2,422,500 | 85% | €427,500 | €2,850,000 | €427,500 |
|  | Total | €0 | €21,500,000 | €21,500,000 | 85% | €3,794,118 | €25,294,118 | €3,794,118 |

1. **Payments to projects:**

Please provide a description of the payment process to project promoters and the entity in charge of the payment approval and execution. Please clarify whether the payments are based on pre-financing of forecast expenditure, payment upon receipt of statement of incurred expenditure, attaining milestones in projects and/or pre-defined payment schedules. As per Article 9.1.7 of the Regulation payments of the project grant to the project promoters may take the form of advance payments, interim payments and payments of the final balance. Describe arrangements for payments, the frequency and calculation and the off-set mechanism. Please describe the measures to ensure that payments of the project grant are made in a timely manner.

Payments towards the projects will be in the form of:

(a) advance payment after the signature of the project contract: up to 30% of the total eligible cost of the pre-defined project or up to 30% of the project contract awarded following open call.

In duly justified cases pre-financing of forecast expenditure could be applied for up to 80 % of the grant contract ammount when public procurement contracts (for the state authorities) or contracts with subcontractors (for NGO`s) are presented by the Project Promoter;

(b) interim payments depending on the information on progress towards achieving outputs and outcomes and the actual expenditures incurred (up to 90%);

(c) payment of the final balance upon conclusion of all activities: amount retained for the final balance will be 10%.

Payments will be made upon receipt of statement of incurred expenditure and in accordance with payment schedules defined in project contracts. The advance instalment shall be paid following the signature of the Project Contract. Subsequent instalments shall be paid after the approval of project interim reports and payment request. The interim reports should be sent by the Project Promoters to the Programme Operator on a quarterly basis following the signature of the contract. The verification prosess will take not more than 60 days. This period could be stopped if there is a need for additional information or documentation to be provided by the Projects Promoters. The payments to the Project Promoters will be made up to 30 days after the approval of the project interim report and payment request.

The level of interim payments to be provided to Project Promoters shall be linked to the information on progress towards achieving outputs and outcomes and the actual expenditures incurred according to the overview below:

|  |  |  |  |
| --- | --- | --- | --- |
| Projects | Advance Payment | Interim Payments | Final Payment (reimbursement) |
| Pre-defined projects | 30% | 31% - 90% | 10% |
| Open call | 30% | 31% - 90% | 10% |

Payments shall be transferred to Project Promoters after verification of an Interim Project Report and approval by the Programme Operator.

1. **Verification of payment claims by the PO:**

The Regulation requires the PO to verify that the expenditure declared by the Project Promoters has actually been incurred and complies with the Regulation, the Programme Agreement as well as applicable national and European Union law and that the financial contribution is used exclusively for the purpose of the programme and its projects and according to the Programme Agreement.

Please provide a description of the verification of expenditures process at project level, including donor project partners’ (dpp) expenditures. Please state the information required, the entity in charge of the verification and the sampling method applied (if applicable).The procedure for verification of payment claims, periodicity of reporting periods, and deadlines for reporting should be described.

A 100%-administrative check of the projects shall be performed in order to verify that the expenditure declared has actually been incurred and complies with the Regulation on the implementation, the Programme Agreement as well as applicable national and European Union law.

The interim or final implementation reports on concluded contracts shall be checked by Monitoring, Verification and Payments Department experts.The administrative checks shall also cover follow-up control of the public procurement procedures made by th PPs.

Payments towards the projects will be in the form of:

(a) an advance payment after the signature of the project contract;

(b) one or more interim payments depending on the implementation of project activities;

(c) a final payment upon conclusion of all activities.

Payment schemes and schedules will be pre-defined in project contracts.

The first advance instalment shall be paid following the signature of the Project Contract. Subsequent advance instalments shall be made on the basis of payment claims submitted by the project promoters. Payment claims are registered in an electronic register by a financial verification expert from the Monitoring, Verification and Payments Department. Each record shall contain information on the status of the payment request, the project contract and the project promoter thus providing an overview of the financial implementation of the contract. Payment verification shall be done on the basis of the four-eyes principle.

As to the task of verifying payments under the pre-defined projects of the PPs, which are functionally independent of PO, the admistrative and on the spot checks shall be performed by PO experts.

As it is stated above, the verification of payments and on the spot checks under the pre-defined projects of the PPs, which are also MoI directorates, shall fall within the scope of the work of external verifier selected in accordance with the national public procurement rules. The directorates will be responsible for the actual management of the projects. IPD-MoI. which will be responsible for the management of the programme in accordance with Art. 5.6 Regulation regarding the PO, is a separate legal entity different than the project promoters under the programme.

Verification of the management costs shall also fall within the scope of the independent verifier's activities. Experts from the Monitoring, Verification and Payments Department shall exercise follow-up control of the activities of the independent verifier by checking at least 20% of the expenses verified by the company/person.

1. **Special rules on eligibility of costs:**

Please describe any special rule on eligibility on direct and/or indirect costs. Costs are eligible if they comply with the rules and criteria provided for in Chapter 8 of the Regulation. In exceptional and duly justified cases, the Programme Operator may suggest additional expenditures to be eligible or exclude certain expenditure listed. Such deviations, if approved by the FMC/NMFA, must be explicitly stipulated in the Programme Agreement.

In case standard scales of unit costs (Article 8.4 of the Regulation) are to be applied, please describe these here.

Eligible costs under the Home Affairs Programme fully comply with the rules and criteria provided for in Chapter 8 of the Regulation.

Standard scales of unit costs (Article 8.4 of the Regulation) will not be applied.

In accordance with the Memorandum of Understanding, the maximum level of funding available from the total eligible expenditure of the programme for infrastructure (hard measures) was identified in the concept note as 63%.

1. **Results Framework**

Referring to Annex II, please check/include additional information on each of the indicators in the Programme Results Framework concerning the (i) unit of measurement (ii) source of verification (iii) frequency of reporting (iv) baseline year (v) other information highlighted in the Results Framework.

1. **Milestones**

The Results Guideline foresees the provision of milestones in order to track programme implementation and support risk management. Please use the following format to list programme milestones:

|  |  |  |
| --- | --- | --- |
| # | Milestone | Expected date of achievement |
| 1 | *Programme Agreement signed* | *01/06/2018* |
| 2 | *Programme Implementation Agreement signed* | *01/07/2018* |
| 3 | *Programme implementation launched* | *31/10/2018* |
| 4 | *Project contracts signed for pre-defined projects* | *30/11/2018* |
| 5 | *A detailed description of the Management and Control Systems submitted to the NFP* | *01/12/2018* |
| 6 | *Permit obtained for change in the use of the building designated for Interim Care Facility for Unaccompanied Minors* | *31/03/2019* |
| 7 | *Call for proposals completed* | *01/04/2019* |
| 8 | *Project contracts signed for selected projects* | *01/06/2019* |
| 9 | *Establishment the Interim care facility completed* | *30/09/2020* |
| 10 | *Coverage of law enforcement communication system expanded in southwest Bulgaria* | *31/12/2020* |
| 11 | *Automated Information System “Domestic Violence” developed and operational* | *31/05/2021* |
| 12 | *Conference on expert forensic examinations held* | *31/08/2021* |
| 13 | *Trainings on the asylum and migration issues completed* | *30/11/2021* |
| 14 | *Anti-corruption measures and operational tactics introduced in Bulgarian Ministry of Interior* | *01/02/2022* |
| 15 | *Annual Programme Report* | *15 February each year* |
| 16 | *IFR* | *15 March, 15 September* |
| 17 | *Procurement processes under all PDPs completed* | *30/11/2023* |
| 18 | *All projects completed* | *30/04/2024* |
| 19 | *Programme closing conference held* | *31/12/2024* |
| 20 | *Final Programme Report* | *30/04/2025* |
| 21 | *Final balance* | *30/04/2025* |

1. **Risk assessment and mitigation analysis**

Before entering into Programme Agreement, a risk assessment and mitigation analysis must be developed and agreed upon (Article 6.3.1). Pages 26-30 in the Results Guideline provide detailed information on how to do this.

Please use the provided mandatory template, available for download at <http://eeagrants.org/Media/Files/Toolbox/Risk-assessment-and-mitigation-analysis>

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Programmatic risks | | | | | | |
| Risk description | **Risk related to** | **Likelihood** | **Consequence** | **Risk score** | **Response to risk** | **Description of response** |
| Incorrect allocation of responsibilities at all levels of management and control | Both objectives | 1 | 2 | 1,41 | Mitigate | Implementation of recommendations from audit/ external evaluators/ NFP/ FMO |
| Lack of communication between the responsible units | Both objectives | 1 | 2 | 1,41 | Mitigate | Regular meetings with beneficiaries, donor programme/project partners, NFP, FMO, IPO |
| Lack of appropriate strategies for usage of bilateral funds | Strengthening bilateral relations | 1 | 3 | 1,73 | Mitigate | Implementation of recommendations from audit/ external evaluators; regular meetings with beneficiaries, donor programme/project partners, NFP, FMO, IPO |
| Delay in the implementation of the Programme may represent a risk for the successful achievement of its objectives | Both objectives | 2 | 3 | 2,45 | Mitigate | Elaboration of milestones/ procurement plans; implementation of recommendations; regular meetings with beneficiaries, donor programme/project partners, NFP, FMO, IPO |
| Lack of controls within the project promoters' institutions | Reducing social and economic disparities | 2 | 2 | 2 | Mitigate | Guidelines provided by FMO/PO/NFP, regular meetings between PO and PPs |
| Operational risks | | | | | | |
| Risk description | **Risk related to** | **Likelihood** | **Consequence** | **Risk score** | **Response to risk** | **Description of response** |
| Shortage of qualified and sufficient in number staff at all levels of the System for Management and Control | Both objectives | 2 | 2 | 2 | Mitigate | Assessment of staff needs, hiring additional staff, training for staff of the Programme Operator and the Project Promoters |
| Non-execution/wrongful execution of the internal procedures for monitoring and control | Both objectives | 2 | 2 | 2 | Mitigate | Elaboration of monitoring plans to manage the risk level; implementation of mitigation measures, if necessary |
| Low quality of reporting at project level | Both objectives | 2 | 2 | 2 | Mitigate | Enhancing the qualification of PPs experts, trainings, information campaigns; distribution of guidelines on the organisation and the implementation of the planned actions; meetings of PO and PPs |
| Delay in public procurement, incl. due to appeal procedures | Both objectives | 2 | 2 | 2 | Mitigate | Regular monitoring of public procurement, including ex-ante control of procurement schedule, public procurement notice and documentation, ex-post control of procurement procedures |
| Conflict of interest within PO staff evaluating the applications at grant awarding stage or at the procurement procedures stage or allowing irregular approval of payments to PP | Both objectives | 2 | 1 | 1,00 | Mitigate | The controls implemented by PO according to MCS ensure high level of reliability. |
| False statements by the applicants to deceive the evaluating committee | Both objectives | 2 | 1 | 1,41 | Accept | The controls implemented by PO according to MCS ensure high level of reliability. |
| Inability to guarantee the quality of the documentation of open calls or tender procedures | Both objectives | 2 | 2 | 2 | Mitigate | Enhancing the qualification of PO/PPs experts; providing time to re-publish the call/tender procedure; development of a feasible schedules for the start of the calls/tender procedures |
| Undeclared conflict of interest within PP’s staff | Both objectives | 2 | 2 | 2 | Mitigate | Request to PP to develop their Countering conflict of interest policies.  Additional training of PO and PP’s staff on matters related to detection and mitigation of conflict of interest situations. |
|  |  |  |  |  |  |  |
| Collusion between the applicants on the stage of evaluation commissions | Both objectives | 2 | 1 | 1,41 | Mitigate | The controls implemented by PO (including ex-post control of procurement procedure, ensuring observation of evaluating committee’s work) according to MCS ensure high level of reliability. |
| Manipulation of cost statements by the contractor in order to enhance or double the expenses | Both objectives | 2 | 1 | 1,41 | Mitigate | The controls implemented by PO (including the obligation of PP to check the invoices, requesting of additional proves, on-the-spot checks carried out by PO’s staff) according to MCS ensure high level of reliability. |
| Contractor’s failure to fulfil its obligations according to the contract | Both objectives | 2 | 2 | 1,41 | Mitigate | The controls implemented by PO (including the establishment clear rules to PP to check the contracts’ execution, on-the-spot checks carried out by PO’s staff) according to MCS ensure high level of reliability. |
| Insufficient checks of interim and final reports and verifying ineligible costs | Both objectives | 2 | 1 | 1,41 | Mitigate | The controls implemented by PO (risk analysis on the frauds, double checks on the costs declared, implementing preventive measures by Po’s staff) according to MCS ensure high level of reliability. |
| System for recording / reporting / following-up / recovering irregularities is not properly designed and/or does not efficiently work | Both objectives | 2 | 1 | 1,41 | Mitigate | Setting up procedures in line with national/ European law which allow monitoring and responding if risk level increases; assessment of the training needs in this area for project promoters/ PO staff |
|  | | | | | | |
| OVERALL RISK |  | **Likelihood** | **Consequence** | **Risk score** |  |  |
|  | | 2 | 2 | 2 |  | |

1. **Programme Management cost details**

Please provide a detailed breakdown of the management costs following the categories provided in the tables below. Background calculations on the different budget categories should be provided to enable the FMO to assess the cost efficiency of the management costs. If the Programme Operator delegates some of the tasks to another entity the budget should be split across organisations. Please make sure that management costs match the budget in Section 1(c) of this document and that they are within the limit set in Article 8.10.2 of the Regulation.

Programme managements costs as per Article 8.10 of the Regulation

|  |  |
| --- | --- |
| Heading | Amount in € |
| Programme elaboration – until approval (Reg. Art. 8.10.4 (a)) | €50 000 |
| Preparation of programme implementation (Reg. Art. 8.10.4 (b)) | €160 000 |
| Projects appraisal and selection (Reg. Art. 8.10.4 (c)/(d)) | €75 000 |
| Monitoring and audits (Reg. Art. 8.10 (e), (f), (g)) | €320 000 |
| Promotional and information activities (Reg. Art. 8.10.4 (h)) | €210 000 |
| Reporting to donors and national authorities (Reg. Art. 8.10.4 (i)) | €32 000 |
| Establishment and operation of bank accounts (Reg. Art. 8.10.4 (j)) | €3 612 |
| Overheads (Reg. Art. 8.10.4 (k)) | €45 000 |
| Expenditure related to the Cooperation Committee (Reg. Art. 8.10.4 (l)) | €270 000 |
| Expenditures related to the strengthening of bilateral relations (Reg. Art. 8.10.4 (m)) | € 165 000 |
| Cooperation activities, exchange of best practices between the Programme Operators and similar entities within the Beneficiary State and/or Donor States, and/or international organisations (Reg. Art. 8.10.4 (n)) | €216 000 |
| Total budget | €1 546 612 |

Programme management cost budget example

|  |  |  |  |
| --- | --- | --- | --- |
| Management Cost Budget | | | |
| Type of expenditure | **Reg. Art.** | **Total costs (€)** | **Comments/additional information** |
| Staff Costs | *8.10* | *€300 000* | *Number of employees, duration of employment and part-time vs full-time (if relevant)*  *36 employees on part-time employment* |
| Depreciation of equipment | *8.2.4* | *N/A* | *Indicate equipment, including type, number of items and cost, starting with the most expensive equipment.* |
| Meeting and travel costs | *8.10 (d), 8.3 (b)* | *€75 000* | *Justify by number of travels and meetings - please specify approximate budget for travel and meetings separately*  *Meetings - € 25 000*  *Travels – €50 000* |
| External experts (project selection, monitoring, audits, reviews, etc.) | *8.10 (d) (f) (g)* | *€240 000* | *- project selection;*  *- monitoring;*  *- experts meetings;*  *- on-the-spot visits;*  *- verification of expenditures;*  *- audit, etc.* |
| Preparation of programme implementation | 8.10.4 (b) | *€80 000* | *Development of procedures for implementation of the programme, incl. procedures for project selection and financial flows.*  *Trainings on programme and project management for PO staff in order specific knowledge and skills to be acquired that will be used in programme management.* |
| Cost of reporting and promotional and information activities | *8.10 (h) (i)* | *€230 000* | *Ensure that all obligatory reporting and promotional task are included in the budget. Justify the costs by providing a breakdown by type of service (i.e. reporting and/or promotion)*   * *Reporting (€20 000)* * *Elaboration of promotional materials (€40 000)* * *Costs for advertising activities (€100 000)* * *Costs for information activities (€70 000)* |
| Charges related to the bank accounts | *8.10 (j)* | *€3 612* | *Bank taxes* |
| Expenditure related to the Cooperation Committee | 8.10.4 (l) | *€270 000* | *Organization of CC meetings in Sofia, Oslo and Strasburg twice per year* |
| Expenditures related to the strengthening of bilateral relations | 8.10.4 (m) | *€165 000* | *Workshops, metings and other methods of networking* |
| Cooperation activities, exchange of best practices between the Programme Operators and similar entities within the Beneficiary State and/or Donor States, and/or international organisations | 8.10.4 (n) | *€138 000* | *Workshops, meetings and other methods of networking* |
| Overheads | *8.10 (k)* | *€45 000* | *A flat rate of up to 15% of direct eligible staff costs* |
| TOTAL BUDGET | | *€1 546 612* |  |

1. **Programme implementation modalities:**

The number of calls, Small Grant Schemes (SGS) and pre-defined projects (PDP) should be linked to outcomes.

*The programme will be implemented by way of:*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Outcome(s) | Implementation modality | Call/SGS/ Project number | Planned Amount (€) including co-financing  (Per call, SGS, PDP, FI) (a+b+c) | EEA Grant contribution  (a) | Norway Grant contribution  (b) | Co-financing by Programme  (c) |
| *Outcome 1* | *Call for proposals* | *Call#01* | *€400 000* | *€0* | *€340 000* | *€60 000* |
| *Pre-defined project* | *Pdp#1* | *€4 000 000* | *€0* | *€3 400 000* | *€600 000* |
| *Pre-defined project* | *Pdp#2* | *€1 506 000* | *€0* | *€1 280 100* | *€225 900* |
| *Outcome 2* | *Pre-defined project* | *Pdp#3* | *€4 000 000* | *€0* | *€3 400 000* | *€600 000* |
| *Pre-defined project* | *Pdp#4* | *€1 400 000* | *€0* | *€1 190 000* | *€210 000* |
| *Pre-defined project* | *Pdp#5* | *€290 000* | *€0* | *€246 500* | *€43 500* |
| *Pre-defined project* | *Pdp#6* | *€3 680 000* | *€0* | *€3 128 000* | *€552 000* |
| *Pre-defined project* | *Pdp#7* | *€2 100 000* | *€0* | *€1 785 000* | *€315 000* |
| *Pre-defined project* | *Pdp#8* | *€941 506* | *€0* | *€800 280* | *€141 226* |
| *Outcome 3* | *Pre-defined project* | *Pdp#9* | *€630 000* | *€0* | *€535 500* | *€94 500* |
| *Pre-defined project* | *Pdp#10* | *€620 000* | *€0* | *€527 000* | *€93 000* |
| *Pre-defined project* | *Pdp#11* | *€650 000* | *€0* | *€552 500* | *€97 500* |
| *Pre-defined project* | *Pdp#12* | *€680 000* | *€0* | *€578 000* | *€102 000* |
| *Outcome 4* | *Pre-defined project* | *Pdp#13* | *€2 100 000* | *€0* | *€1 785 000* | *€315 000* |
| *Pre-defined project* | *Pdp#14* | *€750 000* | *€0* | *€637 500* | *€ 112 500* |

1. **Calls for proposals and/or small grant schemes**

Detailed requirements for calls for proposals are set in the Regulation. Please provide the following information for each of the calls for proposals.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Call / SGS number | Outcome(s) | Total amount reserved for the Call (€) including co-financing | Maximum grant rate (%) | Maximum grant amount per project | Minimum grant amount per project | Eligible applicants | Eligible partners | Estimated date  (MM/YYYY) |
| *Call#1* | *Outcome 1* | *€400 000* | *€100%* | *€400 000* | *€200 000* | *As per Art. 7.2.1 of the Regulation, including international organisations* | *As per Art. 7.2.2 of the Regulation* | *02/2019* |

1. **Eligibile project promoters and project partners:**

The rules on eligibility of project promoters and project partners are set in Article 7.2 of the Regulation. In case of limitations of eligibility, they must be listed here together with a justification, in respect of each call and/or SGS to which they will apply.

The PO will apply the rules on eligibility of project promoters and project partners set in Article 7.2 of the Regulation. In addition, international organisations or bodies or agencies thereof are eligible project promoters. Any international organisation or body or agency thereof, actively involved in, and effectively contributing to the implementation of a project, are considered eligible project partners. Limitations of eligibility are not forseen.

1. **Selection process (max 2 pages):**

The principles to be applied in the selection of projects are set in Article 7.4 of the Regulation. Please describe the selection process to be used for the award of grants. The description of the selection process should include at least the following: i) entities/bodies involved in the selection process (e.g. selection committee), their composition, including any observers; ii) evaluation steps (e.g administrative, eligibility, selection criteria); iii) involvement of any experts; iv) process of adoption of award decision by the Programme Operator; v) notification of applicants; vi) appeals foreseen; vii) duration of selection process, including duration of its various steps. For calls for proposals dedicated exclusively to donor partnership projects, reference should be made to the agreement of the Donor Programme Partner on the selection procedure.

The compliance of the selection process with each of the principles set out in Article 7.4.1 of the Regulation should be explained. A justification for selecting the particular selection process, including any prior experience of the Programme Operator, should be provided.

**Selection of projects (Article 7.4 of the Regulation)**

The project evaluation and award of grants shall be in accordance with Article 7.4 of the Regulation.

The Programme Operator shall be responsible for project evaluation and for the award of grants.

The Programme Operator shall appoint a Selection Committee (SC). The PO will issue one order specifying the experts that will perform the administrative and eligibility check, the experts that will perform the technical and financial assessment and the members of the SC – voting members and observers. With the same order the PO shall appoint a Chairman and a Secretary (without voting rights) who will perform the lead and coordination of the whole selection procedure.

Two experts shall review each application. for compliance with administrative and eligibility criteria. Applicants whose applications are rejected at this stage shall be informed and given a reasonable time to appeal that decision.

Each application that meets the administrative and eligibility criteria shall be reviewed by two impartial experts appointed by the Programme Operator, at least one of which shall be impartial and independent of the Programme Operator and the Selection Committee. The experts shall separately score the project according to the selection criteria published with the call for proposals. For the purposes of ranking the projects, the average of the scores awarded by the experts shall be used. If the difference between the scores given by the two experts is more than 20% of the higher score, a third expert, who shall be impartial and independent of the Programme Operator and the Selection Committee, shall be commissioned by the Programme Operator to score the project independently. In such cases, the average score of the two closest scores shall be used for the ranking of the projects.

The Programme Operator shall establish a Selection Committee. The Selection Committee shall consist of a Chairman and a secretary – representatives of the Programme Operator – without voting rights, and at least three voting members, including representatives of the Programme Operator. At least one of the voting members shall be external to the Programme Operator or its Partners. There should be an equal number of representatives of the Programme Operator on one side and of the DPPs on the other. The NMFA, the IPO, the National Focal Point and DPPs shall be invited to participate in the Selection Committee meetings as observers.

The Programme Operator shall provide the Selection Committee with a list of the ranked projects. The Selection Committee shall review the ranked list of projects. The decision of the Selection Committee shall be taken by consensus of all members. It may modify the ranking of the projects in justified cases, in accordance with objective and commonly agreed criteria related to the objectives of the programme. The justification for modifications shall be detailed in the minutes of the meeting of the Selection Committee and signed by all members of the Selection Committee. The Chairman of the Selection Committee shall submit a report, including the list of the recommended projects, together with a reserve list and the list of rejected project proposals and the reason for their rejection, to the Programme Operator.

The Programme Operator shall verify that the selection process has been conducted in accordance with the Regulation and that the recommendations form the Selection Committee comply with the rules and objectives of the programme. Following such verification, the Programme Operator shall, based on the decision of the Selection Committee, make a decision on which projects shall be supported. The Programme Operator return the report to the Selection Committee requesting a repetition of the selection process in case of a violation of the procedure that can be remedied or not approve the report when there has been a serious violation of the procedure. The Programme Operator may modify the decision of the Selection Committee in justified cases.

The Programme Operator shall notify the applicants about the results of the selection process within a reasonable time and publicise the results. In case the ranking of the project is modified or the project is rejected as a result of a decision of the Selection Committee this should be explicitly stated with the respective justification.

The evaluation process is carried out in the Unified Management Information System (UMIS 2020). In case the English version of UMIS 2020 necessary for the electronic application and evaluation of the EEA FM and NFM is not in place by the date for submission of project applications, the project proposals will be submitted on paper to the Programme Operator. All members of the SC and observers will have access to all documents through UMIS.

**Selection of pre-definedprojects (Article 6.5 of the Regulation) includes the following steps:**

1. The PO drafted the concept note in cooperation with the FMO and in consultation with relevant stakeholders, including the (DPPs) and the IPO.

2. The PO carried out stakeholder consultations by involving the main relevant stakeholders (such as the relevant national authorities, civil society organisations and local government authorities) in developing the concept note. During the consultations proposals for pre-defined projects and calls for proposals were identified.

3. Based on the proposals received by the stakeholders, the PO takes decision on the modalities of the programme, i.e. the pre-defined projects and calls for proposals to be included in the concept note.

4. The PDPs shall be appraised in accordance with art. 6.5.3 of the Regulation. Appraisal of PDPs will be carried out by an external evauator which will be selected in accordance with the applicable rules on public procurement and Art. 8.15 of the Regulation.

5. The work of the contracted external evaluator concludes when the report is reviewed and accepted by the PO before notifying NFP.

1. On the basis of the documents received, the Head of PO shall verify that the apprisal has been conducted in accordance with the Regulation, the rules and objectives of the programme and the applicable national rules and based on this may:

* approve the report;
* return the report to the external evaluator requesting that the apprisal is repeated for reassesment;
* not approve the report when serious violation is found.

7. Following the assessment the PO shall notify the NFP on the results of the appraisal of the PDPs and shall send to the NFP the last version of the PDPs. The NFP shall notify the NMFA of the positive appraisal of the PDPs.

8. The Head of the PO shall issue a decision on which projects to be financed. Following the issue of the decision, the PO shall conclude administrative contract with the relevant project promoter.

**Procurement (Article 8.15)**

Public procurement should be carried out in accordance with Art. 8.15 of the Regulation and the relevant EU/BG legislation. Where the implementation of the project requires the use of contracts, the promoter and the partner(s), including international organisations, must comply with the applicable national public procurement legislation and with the respective provisions of the Regulation. . The Ex-ante Control and Irregularities Department shall carry out ex-ante control of part of the public procurement documentation (technical specifications, selection criteria etc.) of 100% of tender procedures in order to verify compliance with the European and national legislation. The control shall be applied also in cases where the promoter/ partner is an international organisation implementing activities through its office in Bulgaria. In case of discrepancy, the PO may suggest to correct the errors before publishing the documentation. PO expert from Ex-Ante Control and Irregularities Department may also participate in public procurement procedures as observer. The procurement notice, the other supporting documentation, the minutes of the evaluation committee's work, the contracting authority's decisions, the contracts and all relevant documents are subject to ex-post control by the Ex-ante Control and Irregularities Department. The expert who made the ex-ante control can not carry out the ex-post control.

1. **Pre-defined projects**

**PDP1**

|  |  |
| --- | --- |
| Project title: | *Establishing an Interim Care Facility for Unaccompanied Minors (UAM)* |
| *Project Promoter:* | *State Agency for Child Protection* |
| *Project Partner(s):* | *Bulgarian Red Cross, State Agency for Refugees* |
| *Donor project partner(s):* | *n/a* |
| *Total maximum eligible project cost:* | *€* *4 000 000* |
| *Project grant rate:* | *100%* |
| *Project grant amount:* | *€* *4 000 000* |
| *Estimated duration:* | *60 months* |

1. **Project summary**

Short description of project: the main activities and their expected results, and how these contribute to meeting the objectives for the relevant outcome(s) and output(s), the PA objective and the Grants overall objectives. The description shall include specific information on the pre-defined project’s contribution to the individual targets for the relevant programme outputs.

The project is aimed at establishment of an Interim Care Facility for unaccompanied minors (UAMs) as an integral part of the System for Child Protection with capacity of 50 accommodation places. Тhe target group includes children who seek asylum and all those who do not seek asylum

The interim care facility will provide safe space, proper care and social, health and educational services, incl. prevention of exploitation, any kind of abuse, trafficking and absconding for the UAMs.

Main activities:

ACTIVITY 1: Establishing the Interim Care Facility, infrastructure and provision of social, health and educational services to UAMs.

ACTIVITY 2: Management and operation of the Facility

ACTIVITY 3: Staff related measures, which includes employment, development of ToR for different positions, training etc.

ACTIVITY 4: Development and implementation of specific procedures for referral, reception and care of UAMs and establishment of financial standard..

Expected results:- An interim care solution for UAMsbe ensured in order to apply the best interest determination and refugee status determination procedure (RSDP). Establishment of an Interim Care Facility for unaccompanied and separated migrant children with a capacity of 50 places, where those children identified as UAMs could be accommodated for a period of up to 3 months with a possible extension up to 6 months. A group of experts from relevant authorities will develop guidelines for the admission procedures of UAMs in the facility.

- Selection criteria for facility staff developed, facility staff recruited and trained, UAMs placed in the Interim care facility receive adequate care and services while their cases are assessed and processed.

- An advocacygroup composed by representatives of the child protection stakeholders will be established to advocate for the adoption of the legal provisions for guardianship, to monitor and evaluate the project progress with regards a launch of a sustainable mechanism for provision of care and services for UAMs as an integral part of the System for Child Protection, incl. guardianship and legal representation procedures Proposals developed for: a referral mechanism, a procedural guideline for identification and financial standards of the service.

The expected results correspond with the special concern in the MoU regarding asylum and migration with special focus on unaccompanied minors.

The project will contribute to the achievement of the following outcome and output of the programme: ´Increased capacity of the national authorities in the asylum and migration area” and “Accommodation capacity provided in reception centre for vulnerable asylum seekers, in particular unaccompanied minors” through ensuring proper reception conditions and protection for a large number of unaccompanied and separated migrant children identified in the country.

Objective, expected outcome(s) and list of outputs

Overall objective:

Increased capacity of the national authorities in the asylum and migration area.

Expected outcome:

Accommodation capacity provided in an Interim Care Facility for vulnerable asylum seekers, in particular unaccompanied minors

List of outputs:

Established Interim Care Facility for UAMs, running costs and provisiona of innovative integrated social service for migrant children in risk and UAMs, with an accommodation capacity of up to 50 places.

Social, health and educational services to the UAMs accommodated in the facility as well as training of staff of the facility, selection criteria for staff recruipment provided.

Proposals developed for: a referral mechanism, a procedural guideline for identification and finacial standards of the service.

List of deliverables:

1. Trained facility staff – up to 45 persons.

2. Renovation, equipment and furnishing of the building assigned for interim care facility with a capacity of 50 places

3. Adopted Guidelines for the admission procedures of the UAMs and a methodology for provision of social, health and educational services to those children.

4. An Advocacy Group composed by representatives of the child protection stakeholders will be established to advocate for the adoption of the legal provisions for guardianship, to monitor and evaluate the project progress with regards a launch of a sustainable mechanism for provision of care and services for UAMsas an integral part of the System for Child Protection, incl. guardianship and legal representation procedures Proposals developed for: a referral mechanism, a procedural guideline for identification and financial standards of the service

5. Case management for UAMs with regards to best interest determination introduced in the system of child protection.

Information on the project promoter and project partner(s)

- The project promoter SACP was established under the Child Protection Act with Decree No.226/10.10.2000 of the Council of Ministers. The Agency is a specialized body to the Council of Ministers for guidance, coordination and monitoring in the area of child protection activities.

- The project partner State Agency for Refugees is the responsible institution for TCNs who apply for international protection. State agency for refugees at the Council of Ministers /SAR/ - will conduct RSDP procedures on individual basis in the Interim Care Facility. More specifically, SAR will have a leading role in activities related to referral of UAMs seeking international protection, registration of the accommodated children, carrying out procedures for providing international protection, including on the spot. As stipulated by law, SAR has responsibilities as regards the reception, adaptation and organisation of Bulgarian language courses for third-country nationals seeking international protection. SAR is also responsible for providing social, medical and psychological services to asylum seekers and refuges in cooperation with other state institutions, BRC and NGOs. SACP will guarantee for the good coordination between SAR, social workers and municipalities. BRC is the only non-governmental organisation in Bulgaria whose scope of work is regulated by law . Its main activity is to support the state in providing services to the public. It has significant experience and is responsible under the Law on asylum and refugees to provide relevant support.

- The project partner Bulgarian Red Cross is a member of the International Federation of Red Cross and Red Crescent and has an auxiliary role to the governmental institutions. BRC is implementing programs and projects for support of asylum seekers and refugees since 1993. The Refugee-Migrant Service has been established in 1997 . BRC is operational country wide with its 28 Regional branches. There is a Law for the BRC, where the activities in support of asylum seekers, refugees and vulnerable migrants are stipulated. BRC is supporting foreigners seeking or granted with international protection under the Law on asylum and refugees. In compliance with the Geneva conventions, the BRC searches on the territory of the country and out of it for members of families, separated as result of wars, armed conflicts and natural disasters.BRC is explicitly mentioned in the Law for Asylum and Refugees. BRC is the main implementing partner of UNHCR in the field of provision of social services to asylum seekers and refugees, as well as their integration. -

BRC will support the implementation of the project by providing expertise (specialists) on field work with UAMs and granting a designated building for the centre.

1. **Timetable / Milestone plan**

|  |  |  |
| --- | --- | --- |
| # | Milestone | Expected date of achievement |
| 1 | *Start of the implementation of the project* | *30.11.2018* |
| 2 | *Permit obtained for change of porpose of building* | *31.03.2019* |
| 3 | *Establishment the Interim care facility completed* | *30.09.2020* |
| 4 | *Admission procedures for UAMs established* | *30.09.2020* |
| 5 | *Methodology for provision of social, health and educational services developed* | *30.09.2020* |
| 6 | *Facility staff recruited and trained* | *31.10.2020* |
| 7 | *Provision of integrated social services to UAMs* | *30.09.2023* |
| 8 | *Case management for UAMs introduced in the Chld protection system* | *30.09.2023* |
| 9 | *Lobby and advocacy for legislative ammedments with regards to UAMs* | *30.09.2023* |

1. **Budget (See example in the excel Annex I Budget per output/activity)**

Please find enclosed.

At least 30% of the budget will be used for implementation of soft measures.

1. As relevant, any further information on special provisions for the pre-defined project based on PA specific concerns, special concerns in the MoUs or donor comments.

The project addresses the special concern in the MoU regarding asylum and migration with special focus on unaccompanied minors.

**PDP 2**

|  |  |
| --- | --- |
| Project title: | *Increasing the administrative capacity of the national authorities in the asylum and migration area* |
| *Project Promoter:* | *State Agency for Refugees at the Council of Ministers* |
| *Project Partner(s):* | *Migration Directorate (MD-MoI) and General Directorate Border Police (GDBP-MoI)* |
| *Donor project partner(s):* | *n/a* |
| *Total maximum eligible project cost:* | *€1 506 000* |
| *Project grant rate:* | *100%* |
| *Project grant amount:* | *€1 506 000* |
| *Estimated duration:* | *36 months* |

1. **Project summary**

Short description of project: the main activities and their expected results, and how these contribute to meeting the objectives for the relevant outcome(s) and output(s), the PA objective and the Grants overall objectives. The description shall include specific information on the pre-defined project’s contribution to the individual targets for the relevant programme outputs.

The objective of the PDP is to ensure functional asylum and migration management systems and safeguarding the right to seek asylum through enhancing capacity of the relevant national authorities. The project aims at establishment of an integrated approach to issues faced by refugees taking into account of their legal, social, religious, cultural and economic identity. It will further support the efforts of the national authorities for the promotion of international and EU standards in asylum and migration and increasing consultation and dialogue with civil society in the area.

The aim of this component of the project is further strengthening of the administrative capacity of **State Agency for Refugees** for effective fulfilment of the obligations.

It will contribute to ensuring sustainability of the acquired knowledge and enhancing the specific skills related to reception, accommodation, proceedings for granting international protection, social and cultural adaptation, including, with regard to individual assessment of the needs of applicants for international protection, related to social, cultural, educational, religious, economic and other characteristics.

More specifically, the project will aim to contribute to the achievement of programme outcome 1 “Increased capacity of the national authorities in the asylum and migration area” output 1 through improvement of the professional skills of the experts of SAR and obtaining key and upgraded competencies:

• Enhancing knowledge regarding the countries of origin of applicants for international protection – social, cultural, educational, religious and economic characteristics;

• Developing better communication skills for individual work with different groups of persons, seeking international protection;

• Upgrading the existing experience for providing more efficient and better quality services; building appropriate skills for representatives of unaccompanied minors and juveniles;

• Development and use of methods to apply specific communication skills; improving teamwork at inter-institutional level.

Target groups of the asylum related component of the project are:

- Employees of SAR in accordance with their competencies;

- State authorities, local authorities and administration, international and non-governmental organizations.

The project foresees the implementation of several activities which will contribute to increasing the professional qualification of the SAR’s employees who are working on the spot with the asylum seekers. The activities (trainings) in the project will contribute for the right applying of the requirements of the EU legislation. The activities are as follows:

1. Preparing of functional analysis of SAR focused in the research of the relevance of the efficiency and effectiveness of the administration, incl. qualitative analysis of the SAR current state, identification of problem areas, concrete proposals for improvement and action plan.

2. Repairs and equipment in SAR: Renovation of minimum 4 (four) halls and repair/purchase of equipment – (audio-visual equipment, multimedia, video conferencing, computer configurations and other IT equipment, desks, tables, chairs, etc.);

3. Trainings and Supervision for the State Agency for Refugees:

1. Training of the officials of SAR with regard to supervision;
2. Provision of training for experts of SAR regarding the assessment of gender-based violence and updating of standard operational procedures; coordination and collaboration with the NGO’s in specific cases;
3. Implementation of inter-institutional teamwork training (including reviewing legislation, identifying necessity for amendments, achieving more effective implementation) for better practical interaction. Exchange of good practices and experience (abroad) for teams including representatives of local authorities, the State Agency for Child Protection, the Social Assistance Agency and other institutions competent to work with unaccompanied children and also to analyse the current legislation;
4. Implement training for designated representatives of unaccompanied minors and juveniles. Preparation of a manual for the work of the appointed legal guardians;
5. Training of mayors and deputy mayors on how to select representatives of unaccompanied minors;
6. Conducting two annual seminars for employees of SAR to take into account the results achieved on the basis of the previous half-year;
7. Enhancing knowledge regarding the countries of origin of applicants for international protection – social, cultural, educational, religious and economic characteristics;

4. Key competencies trainings for the State Agency for Refugees:

1. Conduct trainings for case workers, registration and accommodation officers, vulnerability assessment experts, as well as trainings together with officers/ officials from GD Border Police on “Trafficking in human beings”;
2. Training of case workers and registration officers for additional methods and approaches to conduct interviews based on/in accordance with the ethnic affiliation, as well as preparation of tools for work with different groups of persons seeking international protection;
3. Training in the field of legal psychology for registration officers, case workers, and social experts

5. Making minimum 4 videos for information and publicity purposes, preparation of information materials and brochures. The videos will be aimed at popularizing the project activities and the results achieved. One of them will be focusing on the main competencies and functional obligations of SAR.

The expected results and effect on the direct target group will add value to increasing of motivation of SAR’s employees, applying of integrated approach to the refugees problems, indicated all of their lifestyle aspects – legal, social, religious, cultural and economic specifics, SAR’s employee’s effort for promoting of the international and European standards for case works with refugees and deepening the dialogue on the refugees issues with the civil society.

The project is also aimed at capacity building for **General Directorate Border Police of the Ministry of Interior**. More specifically, the project envisages the following actions:

- Increasing the administrative capacity of the staff of Chief Directorate Border Police for working with UAMs;

- Increasing the administrative capacity of the staff of Chief Directorate Border Police in the field of counteracting trafficking in UAMs and respect for their rights;

As regards development of the migration policy, the project aims at improving the implementation of legislation and increasing the knowledge and skills of employees in **Migration Directorate of the Ministry of Interior** working with third-country nationals seeking international protection on the territory of the Republic of Bulgaria through exchange of experience and good practices with a Norwegian migration agency or organisation (requests for partnership will be sent shortly).

Target group are employees of the structures for administrative control of foreigners in the Republic of Bulgaria who work with third-country nationals seeking international protection on the territory of the Republic of Bulgaria (Migration Directorate within the Ministry of Interior).

The project envisages raising staff qualifications and developing in-depth aspects of working with third-country nationals seeking international protection; profound expertise; opportunity to share experience on similar topics and issues. Achieving the objectives of the project will be realized through the implementation of a series of activities at both the theoretical and practical level, which will be implemented through cooperation between the Migration Directorate - MoI and the Norwegian partner organisation.

The project proposal provides for the organization of training seminars in the Kingdom of Norway and the Republic of Bulgaria with the participation of Norwegian experts.

Achieving the objectives of the project will be realized through the implementation of a series of activities, both at the theoretical and practical level.

Output/Activity 1: Increasing the administrative capacity of Bulgarian authorities through implementation of 2 working visit to the Kingdom of Norway on issues related to work with third-country nationals who have applied for international protection – (2 study visits of 9 experts within 4 working days)

The study visits of BG MD experts to Norway will focus on four main topics:

1. Exchange of experience and introduction of good practices in the work of the the Norwegian partner organisation.

2. Sharing experience and exploring good practice for the establishment, organization and management of accommodation / detention centres for illegally staying third-country nationals, including unaccompanied minors.

3. Examination of Norwegian experience with regard to the identification of illegally staying third-country nationals, the procedures for the enforcement and implementation of return measures, as well as practices in the field of alternatives to detention.

4. Study of good practices in the Kingdom of Norway in the identification and handling of vulnerable groups in the centres for detention of illegally staying third-country nationals.

Output/Activity 2: Increasing the administrative capacity of Bulgarian authorities through conducting training in the Republic of Bulgaria with the participation of Norwegian experts on issues related to working with third-country nationals seeking international protection and action in crises requiring immediate response. The training seminars are envisaged to be held in four stages. Each stage will include regional training with the participation of Norwegian experts and experts from the Migration Directorate. Twenty five officials from the Migration Directorate will take part in each of the seminars.

The training will include practices on the implementation of European legislation when working with third-country nationals seeking international protection and discussion on specific practical cases. The aim is to exchange best practices and improve the administrative capacity of MD employees.

The topics of the training seminars will focus on:

1) Improving the coordination and interaction between the Migration Directorate and the responsible governmental authorities in the field of asylum concerning the exchange of information and the transfer of detainees with a request for international protection submitted to the Migration Directorate;

2) Conducting specialized trainings of Migration Directorate employees for increasing the skills for working with vulnerable groups. The training is aimed at acquiring theoretical knowledge and practical skills in the field of coordination and interaction between the asylum system and the migration management system, including illegal migration;

3) Conducting specialized training for the Migration Directorate staff to identify and work with vulnerable groups in the context of human rights.

4) Interaction and exchange of information between the responsible governmental authorities in the field of asylum and the structure responsible for implementing return decisions.

The implementation of the PDP will contribute to achievement of Programme Outcome 1 “Increase capacity of the national authorities in the asylum and migration area”/Outputs 1.1 – 1.3 through the application of integrated approach to the problems and needs of asylum seekers and migrants reflecting various aspects – legal, social, religious, cultural and economic specifics.

1. **Objective, expected outcome(s) and list of outputs**

Objective:

Increased capacity of the national authorities in the asylum and migration area

Expected outcomes:

1. Trainings of government institutions in the area of asylum and migration performed

2. Increased administrative capacity, acquired additional knowledge and skills, as well as advanced practical experience of employees of SAR;

3. Increased of the administrative capacity of the staff of GDBP working with UAMs and counteracting trafficking in UAMs;

4. Skills to apply an integrated approach to the problems of persons seeking international protection, taking into account the different aspects of their life - legal, social, religious, cultural, etc.;

5. New approaches adopted to observe respecting and applying international and European standards for working with persons seeking international protection;

6. Sustainability of knowledge and skills for coordination and dialogue with non-governmental organizations to work together for solving emerging problems when working with persons seeking international protection.

List of outputs:

1. Preparing of functional analysis of SAR;

2. Repairs and equipment in SAR;

3. Trainings and Supervision for the State Agency for Refugees;

4. Key competencies trainings for the State Agency for Refugees;

5. Information and publicity measures for SAR actions;

6. Capacity building for General Directorate Border Police;

7. Two study visits for Migration Directorate - MoI experts in Norway;

8. Seminars and workshops for Migration Directorate - MoI experts in different regions of Bulgaria.

Quantitative Indicators:

• Developed 7 training programmes and handouts – presentations, cases for small groups, panel discussion for each training;

• Two 2-day trainings on vulnerability assessment conducted for registration officers, case workers and experts for vulnerability assessment - a total of 60 experts;

• Three 2-day trainings carried out and about 10 appointed representatives of unaccompanied minors and juveniles trained;

• Three 2-day trainings carried out and about 15 mayors/ deputy mayors trained to select the representatives of unaccompanied minors;

• Three 3-day training sessions carried out and 80 employees of SAR trained on assessment of gender-based violence cases;

• Three 2-day trainings carried out and 100 experts of SAR trained for teamwork at inter-institutional level;

• Two annual seminars carried out for employees of SAR to measure the results achieved over the previous half year;

• Two 2-day training sessions carried out for 55 case workers and registration officers on methods and approaches to conduct interviews according to ethnicity;

• Training carried out for 100 employees of SAR for supervision;

• Three 2-day legal psychology training for registration officers, case workers, social experts - around 60 experts;

• Renovated and equipped at least 4 halls + prepared information materials and brochures;

• Minimum 4 videos created

• Developed 5 trainings for GDBP staff working with UAMs and 5 trainings for GDBP staff in the field ofcounteracting trafficking in UAMs, respect for their rights.

1. **Information on the project promoter and project partner(s)**

The State Agency for Refugees with the Council of Ministers (SAR) is the state authority responsible for conducting the procedure for international protection – refugee status or humanitarian status. The Agency is also competent to register applicants for international protection, issue temporary documents to such applicants, and ensure accommodation, food and medical care for them while their application in Bulgaria is being examined.

The State Agency for Refugees is a legal entity financed through the state budget with a seat in Sofia and territorial units throughout the country where applicants for international protection are accommodated while their applications are being examined. The Agency has four registration-and-reception centres - one in the capital of Sofia and three more in the country - Registration-and-Reception Centre - Harmanli; Registration-and-Reception Centre - Bania and Transit Centre - Pastrogor.

The total number of the staff is 403 persons. Experts with different professional background and skills, such as case workers, registration officers, accommodation officers, social workers, are recruited. One of the main needs is addressed by provision of relevant trainings, aimed at ensuring sustainability of the results achieved and at further development of skills and knowledge appropriate to the tasks in the respective field of responsibility – registration and reception, conducting interviews, health care, social activities, etc.

The respective administrative officers working in SAR have also practical experience gained from their work in the field of European Refugee Fund III (ERF III) Management. The State Agency for Refugees was the Responsible Authority for the ERF, in the framework of which various projects with regard to integration, social, psychological assistance, legal consulting, reception conditions, etc., were successfully implemented (at the amount of € 9 000 000).

General Directorate Border Police (CDBP) is a national specialized structure with protective, preventive and investigative functions. Its main purpose is to perform border control and protection of the state borders of the Republic of Bulgaria. The Bulgarian Border Police is a centralized unit with well definedwell-defined organizational structure.

In line with Schengen best practices, CDBP has set up a specialized Air Surveillance Unit. The Bulgarian Border Police plays a crucial role in safeguarding EU’s external borders. Its efforts are focused on enhancing the effectiveness of border control and prevention of illegal migration, as an indispensable part of the integrated border management.

The human and technical resources dedicated to border control are conditioned by the intensity and profile of travelers’ flow, assessment of threats and risk analysis. The Bulgarian Border Police deploys adequate infrastructure, equipment and modern technical devices in its efforts to combat illegal migration, trafficking in human beings and cross-border crime.

The Migration Directorate is the nationally responsible institution for the enforcement of the forced return procedures. According to the current legislation, the State Agency for Refugees with the Council of Ministers is the national institution responsible for deciding on applications for protection. The State Agency notifies the Ministry of the Interior of persons with enforced decisions of refusal, termination or withdrawal of international protection in order to take appropriate action to execute the return decisions issued. This obligation is expressly stipulated in Art. 66 (2) of the Asylum and Refugees Act.

1. **Timetable / Milestone plan**

Please see the Timetable below

| Month  Activity | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Organisation and management of the Project* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* |
| *Preparation of functional analysis of SAR*  *The purpose of the functional analysis is to evaluate the effective functioning of the different units of the State Agency for Refugees. Activities under numbers 3.3, 3.4, 3.5, 3.6, 3.7 and 4.1, are scheduled to start in parallel with the functional analysis, while trainings 3.1, 3.2 and 4.3 will start after the analysis. If necessary, the scope of the trainings may be adapted, taking into account the results from the functional analysis* |  |  | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *Trainings of SAR* |  |  | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* |  |
| *Training on key and upgrading competencies of SAR* |  |  | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* |  |
| *Trainings of the staff of GD Border Police for working with UAMs* |  |  | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* |
| *Trainings of the staff of GD Border Police in the field of counteracting trafficking in UAMs, respect for their rights* |  |  | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* |  |
| *First Study visit for Migration Directorate experts in Norway* |  |  |  |  |  | *X* | *X* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *Second Study visit for MD experts in Norway* |  |  |  |  |  |  |  |  |  | *X* | *X* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *Two Seminars and workshops for MD experts in different regions of Bulgaria* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | *X* | *X* | *X* | *X* | *X* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *Two Seminars and workshops for MD experts in different regions of Bulgaria* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* |
| *Information and publicity* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* | *X* |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| --- | --- | --- |
| # | Milestone | Expected date of achievement |
| 1 | *Project contract signed between the PO and PP* | *30/11/2018* |
| 2 | *Partnership agreements signed between SAR, GDBP and DM* | *14/12/2018* |
| 3 | *Public procurements finalised* | *30/04/2019* |
| 4 | *Functional analysisof SAR* | *01/10/2019* |
| 5 | *Trainings and supervision of SAR* | *30/10/2021* |
| 6 | *Key competences of SAR* | *30/10/2021* |
| 7 | *Trainings for Border Police staff* | *30/10/2021* |
| 8 | *Study visits and workshops of Migration Directorate* | *30/11/2021* |
| 9 | *Project conclusion* | *30/11/2021* |

1. **Budget (See example in the excel Annex I Budget per output/activity)**

See attached.

Approx. 83% of the budget of the PDP will be used for implementation of soft measures.

1. As relevant, any further information on special provisions for the pre-defined project based on PA specific concerns, special concerns in the MoUs or donor comments.

**PDP3**

|  |  |
| --- | --- |
| Project title: | Increasing the capacity of General Directorate “Combating Organized Crime” for more effective investigation of organized and transnational crime |
| *Project Promoter:* | General Directorate "Combating Organized Crime" – MoI |
| *Project Partner(s):* | N/A |
| *Donor project partner(s):* | National Criminal Investigation Service (KRIPOS) |
| *Total maximum eligible project cost:* | *€4 000 000* |
| *Project grant rate:* | *100%* |
| *Project grant amount:* | *€4 000 000* |
| *Estimated duration:* | *48 months* |

1. **Project summary**

The project is aimed at enhancement of the national capabilities for combating transnational and organized crime and will enhance the cooperation with KRIPOS and international organisations (Interpol, Europol etc.) and foreign partner law enforcement agencies (LEAs). The PDP contributes to the achievement of Outcome 2 of the Concept note and aims at strengthening the justice chain and trainings of GDCOC officials, magistrates and other practitioners in the field of countering organised crime and improving the facilities for storing and proper preservation of evidences.

The identified project outcome and outputs are strictly related to achieving the main objective of the PA 20 International Police Cooperation and Combating Crime under Norwegian Financial Mechanism 2014 – 2021. The outcome of PDP 3 is improved capacity for law enforcement agencies in crime prevention and investigation.

The first outcome aims at improving the professional qualification and reaching a level of compliance with EU LEA, GDCOC experts, Bulgarian LEAs and magistrates for effectiveness in prevention, identification, investigation and proper prosecution of various forms of transnational and organised crime. Establishing contacts, exchange of experience and best practices in the field of combating organised and transnational crime will significantly improve effectiveness and provide opportunity for joint actions in investigation and prosecution of transnational and organised criminal groups.

The second outcome aims at increased technical capacity and introduction of technical innovations to facilitate and speed the work of GDCOC and ultimately contribute to more effective investigations. The equipment envisaged is needed for work in Joint investigation teams with Norwegian Police Service and other LEAs.

The third outcome aims at improving conditions of GDCOC facilities for organised crime prevention and investigation. Outdated working conditions and facilities significantly decrease the effectiveness and efficiency of investigations, prolong the time for identifying perpetrators and hinder the timely collecting and submitting to the court of the relevant evidences.

The implementation of the project will ensure GDCOC’s ability to operate on the same level as the EU services in order to be a reliable partner.

The target group of the PDP will be GDCOC experts, magistrates and relevant actors, who are directly engaged in combating cross-border organized crime. Experts from international organizations like Europol headquartered in the Hague, Eurojust headquartered in the Hague and Interpol headquartered in Lyon will also be invited to take part in the workshops to share their experience and knowledge with participants in workshops and trainings.

The implementation of the PDP will contribute to achievement of Programme Outcome 2 “Improved capacity for law enforcement agencies in crime prevention and investigation” through increasing the effectiveness of pre-trial investigations against organised crime completed. It relates to programme outputs 2.1-2.3. for improving the administrative and technical capacity of GDCOC.

1. **Objective, expected outcome(s) and list of outputs**

The project objective is enhancement of the national capabilities for combating transnational and organized crime and strengthening cooperation between Bulgarian and Norwegian law enforcement agencies in this filed.

|  |  |  |
| --- | --- | --- |
| Expected outcome 1: General Directorate for Combating Organised Crime (GDCOC) officials, magistrates, and other practitioners trained for effective and efficient investigations of various forms of transnational and organised crime | | |
| Outputs | | **Indicators** |
| 1.1 | Capacity-building and training for professional staff in investigation and prevention of organised crime  Improved administrative capacity of GDCOC experts and other practitioners in prevention and investigation of transnational organized crimes through workshops (approx.20) related to investigation of THB, anticorruption, cybercrime, traffic of cultural and historical goods, money laundering, tax crimes, smuggling, traffic of migrants etc. Additional activity will be conducted as continuation of the previous project under NFM 2009-2014 where an information campaign will be carried out among Roma population with view to raise the awareness related to the problem of human trafficking in all aspects. As a result of workshops, guidelines will be elaborated and provided to the target group of the project. The implementation of the training activities envisages renovation of existing training facilities. | 500 GDCOC experts and other practitioners trained in investigation and prevention of organised crime |
| 1.2 | Development and enhancement of the existing interagency guidelines and standard operating procedures for investigation and prevention of organised crime | Draft procedural proposals and interagency guidelines elaborated |
| 1.3 | Improved coordination, cooperation, mutual understanding and international networking between the GDCOC Interpol headquartered in Lyon, Europol headquartered in the Hague, foreign partner LEAs and supported dissemination of good practices in the field of combating transnational and organized crime. The project envisages approximately 10 reciprocal study visits and development of training programs for workshops. | 10 study visits carried out,  5 bilateral and multilateral meetings carried out,  5 training programmes |
| Expected outcome 2: Technical capabilities of GDCOC for countering organised crime enhanced | | |
| Outputs | | **Indicators** |
| 2.1 | Developing the technical efficiency for combating transnational organized crime groups. The following types of equipment will be purchased in this regard: operational equipment (communication, protection, vision) in support of field officers; IT equipment (hardware and software) for increasing information exchange, speeding up the investigation process, improving analytical capabilities and digitalization of cases;  Improving analytical capabilities and digitalisation of cases at General Directorate for Combating Organised Crime by providing IT equipment (PCs and multifunction devices) | Desktop computers, laptop computers, printers, scanners, etc. supplied and installed (400 units) |
| 2.2 | Providing vehicles for transportation of victims of trafficking or smuggling | 3 Vehicles delivered |
| 2.3 | Improving analytical and operational capacities of GDCOC through digitalisation of pre-trial investigations of GDCOC developed and installed | IT system for digitalisation of investigated cases |
| 2.4 | Improving analytical and operational capacities of GDCOC through deployment of analytical software for effective data analysis and processing developed and installed | Analytical software delivered and installed |
| 2.5 | Appropriately equipped Under Cover unit within GDCOC as a tool for increasing effectiveness in instigations of transnational organised crime | Delivery of specialised tactical equipment, video and audio recording devices, control and tracing devices, etc. (200 units) |
| 2.6 | Ensuring safety of GDCOC officials through providing specialised protective equipment for field officers (chemical, biological, radiological and nuclear protective clothing, body armour, specially designed components therefor) | Protective equipment for field officers delivered (200 units) |
| Expected outcome 3: Improved conditions of GDCOC facilities for organised crime prevention and investigation | | |
| Outputs | | **Indicators** |
| 3.1 | Improvement of the investigation capacity of GDCOC in line with the EU standards and best practices through renovation of premises for training and sustained competence development at work to prepare GDCOC experts in line with EU standards/best practices in order to increase their field efficiency in combating transnational organized crime groups, as well as ensuring compatibility with other EU law enforcement officers in case of joint operations | 2 Facilities for training and sustained competence renovated and equipped |
| 3.2 | Improvement of the investigation capacity of GDCOC in line with the EU standards and best practices through upgrading facilities for interrogation and recognition of detained/suspected persons or witnesses in line with the EU standards and best practices | 2 Facilities for interrogation and recognition renovated and equipped |
| 3.3 | Improving facilities for storing and proper preservation of evidences in order to guarantee the rights of the accused in pre-trial proceedings. This measure will supplement similar activity envisaged under PDP 6 as GDCOC is managing its own facilities for storing of evidence. | Facility for storing and proper preservation of evidences renovated and equipped |

1. **Information on the project promoter and project partner(s)**

The General Directorate "Combating Organised Crime" (GDCOC) carries out independently or jointly with other specialized bodies the following activities operative – investigation, security, investigation of crimes, information, control, prevention, administrative and penal activity and provision of administrative services in relation to organised criminal activities of local and transnational criminal structures, related to:

1. customs regime, monetary, tax and insurance system;

2. narcotic substances, their analogues and precursors;

3. computer crimes or crimes committed in or through computer networks and systems;

4. intellectual property;

5. fake or forged monetary units, payment instruments and official documents;

6. human traffic, smuggling across the country’s border to individuals or groups of people, and helping foreigners to reside or pass into the country;

7. traffic of cultural values;

8. firearms, explosives, chemical, biological or other generally dangerous means, as well as with dual use arms, devices and technologies;

9. corruption in the state authorities;

10. terrorist activities, use of generally dangerous means and substances, instilling fear, taking of hostages, abduction of persons for material gain and forceful actions;

11. money laundering and hazard;

12. conclusion of disadvantageous contracts, money laundering and benefitting of European Union funds by fraud.

Following the Council Conclusions on setting the EU’s priorities for the fight against organised and serious international crime between 2018 and 2021 (9450/17), Bulgaria has declared participation in all ten priorities. GDCOC is national responsible authority for seven of them.

Project partner is National Criminal Investigation Service (KRIPOS). KRIPOS will be involved in project activities such as workshops, operational meetings and to some extent study visits focusing on THB and handling of informants. Other topics of mutual interest may be explored and included in the bilateral cooperation as the project moves along, such as undercover operations. Other parts of the Norwegian Police Service may take part in the bilateral cooperation. The project will seek to establish Joint Investigation Team with KRIPOS in the field of trafficking in human beings.

GDCOC and Norwegian National Police Directorate are partners under NFM projects since 2007.

1. **Timetable / Milestone plan**

|  |  |  |
| --- | --- | --- |
| # | Milestone | Expected date of achievement |
| 1 | *Project contract signed between the PO and PP* | *30/11/2018* |
| 2 | *External experts selected* | *30/01/2019* |
| 3 | *Technical specifications and public procurement documentations developed by external experts* | *31/04/2019* |
| 4 | *Public procurement procedures completed and contracts signed* | *31/12/2019* |
| 5 | *All equipment envisaged under the project delivered and put into service* | *31/12/2020* |
| 6 | *All facilities envisaged under the project renovated and upgrated* | *31/12/2021* |
| 7 | *All study visits under the project will be conducted* | *31/12/2021* |
| 8 | *All trainings under the project will be conducted* | *31/12/2022* |
| 9 | *IT system for digitalisation of investigated cases will be put into service* | *31/12/2022* |

1. **Budget (See example in the excel Annex I Budget per output/activity)**

Pls find enclosed. 29,97% of the budget of the PDP will be used for implementation of soft measures.

1. As relevant, any further information on special provisions for the pre-defined project based on PA specific concerns, special concerns in the MoUs or donor comments.

The project corresponds with the special concerns in the MoU related to police cooperation and development of pre-defining project(s) with the National Police Directorate (POD) and/or the Norwegian Police Service.

**PDP4**

|  |  |
| --- | --- |
| Project title: | *Extension of the Communication Infrastructure of MoI* |
| *Project Promoter:* | *Communication and Information Systems Directorate* |
| *Project Partner(s):* | *N/A* |
| *Donor project partner(s):* | *N/A* |
| *Total maximum eligible project cost:* | *€1 400 000* |
| *Project grant rate:* | *100%* |
| *Project grant amount:* | *€1 400 000* |
| *Estimated duration:* | *24 months* |

1. **Project summary**

This project aims at strengthening the interoperability and coordination of the national law enforcement authorities. This will be achieved through development of TETRA communication systems at areas of the Bulgarian-Greek border which are used as channels for illegal migration; trafficking in drugs and human beings as well as sex tourism and slavery. Secondary movements of illegal immigrants from Greece are also expected in the stated areas with the future Bulgarian accession to the Schengen area and will be addressed by the project. The project will further contribute to improvement of the capabilities of the Bulgarian law enforcement to exchange information and secure communications with the Greek counterparts. These are in compliance with the EU Electronic Communications Committee (ECC) Decision (08)05 and Decision (16)02 on harmonized technical conditions and frequency bands for the implementation of Broadband Public Protection and Disaster Relief (BB-PPDR) systems and related documents there are dedicated harmonized DMO (Direct mode operation) channels for communication and coordination with a neighbouring country. Frequencies for PPDR (TETRA) in the border areas are synchronised to secure availability of radio spectrum and avoid radio interferences.

The project addresses the needs for better radio coverage along the Bulgarian-Greek border and in particular the regions of Blagoevgrad district (the towns of Bansko and Gotse Delchev) and of Smolyan district (the town of Dospat) and will lead to the following results:

* Strengthened coordination between the national law enforcement authorities for execution of specialised police operations;
* Improved access for checks in the Schengen Information System for regional police and border police stations.
* Improving the exchange and protection of information;
* Providing new services through the network.

The PDP outcome is in line with programme outcome 2 “Improved capacity for law enforcement agencies in crime prevention and investigation” and will contribute for its achievement by further development of the communication capacity and interoperability of the law enforcement services, General Directorate Combating Organized Crime, General Directorate Border Police and General Directorate National Police. It corresponds with programme output 2.4.

1. **Objective, expected outcome(s) and list of outputs**

Project objective relates to the extension of the coverage of the communication infrastructure of the Ministry of Interior.

Project specific objectives address the issues of prevention and countering cross-border traffic of:

* Economic migrants to establish in Central and Northern Europe;
* Foreign nationals seeking better payment, passing through Greece toward the northern countries;
* Synthetic drugs and heroin;
* Persons related to labor exploitation of people;
* Pregnant women for sale newborn;
* Trafficking in women for sexual exploitation and sexual tourism;
* Illegal immigrants and smuggling of persons within the Schengen area.

The project outcome is strengthened coordination between the national law enforcement authorities and improved capacity in crime prevention and investigation.

Indicators to measure the project results are:

* Percentage of coverage of the TETRA radio communication system in Blagoevgrad district extended - from 30% to 60%;
* Percentage of coverage of the TETRA radio communication system in Smolyan district extended - from 70% to 80%.
* Number of new TETRA base stations (incl. hardware and software) delivered and installed - 6;
* Number of technical staff for operation and maintenance of the communication infrastructure trained - 15.

1. **Information on the project promoter and project partner(s)**

Communication and Information Systems Directorate - MoI provides functioning and development of the communication and information systems of the MoI and other state authorities such as:

* Automated Information Systems (AIS) - investigation activity, border control, police statistics, unified register for foreigners, capturing road traffic control;
* Schengen Information System;
* Radio communication TETRA network of MoI;
* Earth observing system from space - Aerospace Surveillance Center;
* National System for Early Warning and Announcement of the Executive Bodies and population in case of disasters and extreme situations and other.

CISD participates in developing the EU united network for border control and crime prevention.

1. **Timetable / Milestone plan**

This project envisages delivery, installation, integration and testing of communication equipment and software and training of the MoI technical staff for operation and maintenance of the communication infrastructure.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Activity | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 1. Project management team established | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2. Public procurement procedure for the MoI TETRA network extension | x | x | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. Kick-off meeting |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4. Contract signed in |  |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5. Contract implementation |  |  |  | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x |
| 6. Training |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x | x | x | x | x |
| 7. Closing event |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x |

|  |  |  |
| --- | --- | --- |
| # | Milestone | Expected date of achievement |
| 1 | *Project management team established* | *December 2018* |
| 2 | *Public procurement procedure for the MoI TETRA network extension* | *December 2018* |
| 3 | *Kick-off meeting* | *January 2019* |
| 4 | *Contract signed* | *March 2019* |
| 5 | *Contract implementation* | *March 2019 – December 2020* |
| 6 | *Training* | *July - November 2020* |
| 7 | *Closing event* | *November 2020* |

1. **Budget (See Annex I Budget per activity)**

Pls. find attached. The project will be implemented entirely by delivery of technical equipment and software (99,5% hard measures).

**PDP5**

|  |  |
| --- | --- |
| Project title: | *Enhancement of the International Police Cooperation and the Prevention of International Criminal Activities* |
| *Project Promoter:* | *International Operational Cooperation Directorate* |
| *Project Partner(s):* | *N/A* |
| *Donor project partner(s):* | *N/A* |
| *Total maximum eligible project cost:* | *€290 000* |
| *Project grant rate:* | *100%* |
| *Project grant amount:* | *€290 000* |
| *Estimated duration:* | *48 months* |

**a) Project summary**

The activities planned by the International Operational Cooperation Directorate at the Ministry of Interior (IOCD) for the new programming period of the Norwegian Financial Mechanism are a continuation of the results accomplished under the previous programming period 2009-2014. Specialized training of at leasy 800 law enforcement officials for work with the existing systems and databases, methods and channels for exchange of information and international police cooperation were carried out. The upcoming integration of AFIS and facial recognition into SIS, the inclusion of the alerts on the new article 40 “unidentified suspect/offender” and the expansion of the object categories of article 38 alerts, the start of implementation of the measures provided in the alerts on article 24 “entry ban” by Bulgarian authorities, and other new SIS features, as well as the new system for smarter and stronger borders – the ETIAS make crucial the conducting of further trainings for law enforcement officials. Trainings of at least 800 law enforcement officials are envisaged under the current pre-defined project which will make possible the successful integration and use of the above mentioned innovations.

In order to improve the communication with international partners and for acquiring better communication and presentation skills, 60 employees of IOCD will pass different courses in different European languages.

Besides the introduction of new features and innovations in the work of IOCD, the project will contribute to strengthening its administrative capacity and in particular the project management capacity for implementation of projects for enhancement of the international police cooperation and prevention of international criminal activity. For that reason 16 employees will be trained in the practices of PRINCE2 project methodology. In order to keep the direct contact with the corresponding information exchange units in the neighboring countries. For that an exchange of experience and knowledge in the fields of SIRENE, INTERPOL and Europol information exchange will be carried out with Greece.

Small procurement is envisaged in order to ensure the necessary technical equipment for a training center that has been created under NFM 2009-2014. The IT equipment of the IOCD employees will also be updated.

The purpose of the above activities is enhancement of the international police cooperation capabilities and the qualification of the law enforcement officials. At the current moment there is no funding from other sources for these activities.

The proposed soft measures under the current project amount to 46% of the total budget for the PDP.

The project proposed will contribute to programme outcome 2 “Improved capacity for law enforcement agencies in crime prevention and investigation, incl. organised crime” (outputs 2.5-2.7) by providing targeted project groups with better knowledge on the new/developed systems and functionalities and as well by further modernization of the existing technical conditions in order to respond to the new challenges for the police cooperation at EU level.

**b) The objectives mentioned above will lead bring the followings outcomes and outputs:**

The objective of the project is enhancement of the international police cooperation capabilities and the qualification of the law enforcement officials.

The outcomes of the current PDP include:

1: Training Centre of the International Operational Cooperation Directorate equipped and functional;

2: Trainings provided to officials of International Operational Cooperation Directorate for development of the communication abilities and fastening the international police information exchange with bodies like Europol, Interpol, etc.;

3: Improved capacity to exchange information with Interpol, Europol and other law enforcement/ partners in field of operational police cooperation;

4: Better understanding achieved in the level of police officers operating with EU and international systems for exchange of operational police information.

List of outputs:

- Completing the equipment of the Training centre and providing fully functional facility equipped with translation and discussion systems (one center with capacity for 80 trainees fully equipped for national and international training with facilities for interpretation);

- Foreign language and PRINCE2 trainings to officials of International Operational Cooperation Directorate (60 employees of the IOCD will have better skills for representation, multi institutional and international communication and training; and 16 employees of the IOCD will be fully trained in the PRINCE2 project management methodology);

- IT equipment for exchange of information delivered to respond to future police systems improvements (60 computers, which are up to date with the upcoming requirements of the SIS, Interpol and Europol systems for exchange of information);

- Training on EU and international systems for exchange of operational police information provided (up to 860 end users of SIS (field and border police officers) will have updated knowledge and better training).

As a result the IOCD will be better equipped to further train its employees and the SIS end users. The project will increase the IOCD abilities to manage future projects, the increasing workflow and the upcoming updates of the databases and systems for international information exchange.

**c) Project promoter and partners:**

The project promoter is the International Operational Cooperation Directorate within the Ministry of Interior of the Republic of Bulgaria. The Directorate includes the National Central Bureau Sofia, the Bulgarian Europol National Unit and the Bulgarian SIRENE Bureau. The IOCD is also the contact point for bilateral and regional cooperation via the liaison officers. Within the Directorate there is also a duty room, the officers of which exchange information with international and national police structures 24/7.

For the implementation of the bilateral experience and knowledge exchange with Greece, the IOCD will be partnering with the Greek SIRENE bureau, Interpol and Europol national units.

**d) Milestones/Timetable**

|  |  |  |
| --- | --- | --- |
| **#** | **Milestone** | **Expected date of achievement** |
| **1** | *Preparation for the start of the seminars for SIS end users* | *11.2020* |
| **2** | *Completion of the seminars for SIS end users* | *02.2021* |
| **3** | *Preparation for the foreign language trainings* | *03.2021* |
| **4.** | *Completion of the foreign language trainings* | *08.2021* |
| **5** | *Preparation for the delivery of equipment for the training center, created under the NFM 2009-2014* | *10.2020* |
| **6** | *Completion of the training center equipment delivery* | *12.2020* |
| **7** | *Preparation for the delivery of IT equipment for the for exchange of information, in accordance with police systems future improvements* | *04.2020* |
| **8** | *Completion of the IT equipment delivery* | *07.2020* |
| **9** | *Preparation for the bilateral exchange of experience and knowledge with Greece* | *08.2021* |
| **10** | *Completion of the bilateral exchange of experience and knowledge with Greece* | *10.2021* |

**e) Budget**

Please find attached. The financing available for soft measures from the total project grant is 49%.

f) As relevant, any further information on special provisions for the pre-defined project based on PA specific concerns, special concerns in the MoUs or donor comments.

The project corresponds with the special concern in the MoU related to police cooperation.

**PDP6**

|  |  |
| --- | --- |
| Project title: | *Improvement of the capacity of police and forensic activity dealing with material evidence in pre-trial investigation process* |
| *Project Promoter:* | *General Directorate National Police* |
| *Project Partner(s):* | *N/A* |
| *Donor project partner(s):* | *N/A* |
| *Total maximum eligible project cost:* | *€3 680 000* |
| *Project grant rate:* | *100%* |
| *Project grant amount:* | *€3 680 000* |
| *Estimated duration:* | *36 months* |

**a) Project summary**

This project is aimed at improvement of the crime scene investigation, incl. improvement of the crime scene inspection for finding and collecting evidence and improvement of the system for storing of evidence. The implementation of the PDP will provide for collection of evidence of high quality for laboratory analysis.

The project will address mainly Programme Area 20 through the following activities:

- Delivery of equipment for 10 mobile forensic technical laboratories to perform site inspections to help fix and seize traces and gather evidence on the spot in cases of urgency and field testing. They will be equipped with 3D laser capture scene scanners with post-processing of the obtained 3D models, digital cameras, forensic experts suitcases, crime scene photo marker kits, and other devices needed to collect biological traces, fingerprints, footwear prints, latent prints, body fluids, hair, fibres, narcotics.

- Trainings for police officers responsible for the collection and storage of material evidence is envisaged as the training will be focused on the methods of work with the newly established IT database for registering, tracking the storage of seized material evidence and another trainings for crime scene investigation officers and forensic experts for exchange of best practices in a study visit, increasing their knowledge on new methods in criminalistics. A total of 410 police officers will be trained.

The General Directorate National Police and the Regional directorates of the MoI will be supported to participate in tailor made in-service trainings to enhance the knowledge and capacity of police investigators in criminalistics and crime scenes inspections.

- Upgrading 10 premises for storing material evidence up to the EU standards and in accordance with the inter-ministerial requirements through renovation and equipment of material evidence warehouse - the warehouses will be equipped with racks, metal frames, tight-closing and lockable cabinets and if necessary refrigeration and air conditioning equipment. Technical security will be provided through the use of metal doors of the rooms, barred windows, alarm system, fire safety and video surveillance.

- Establishing IT system for registering and tracking seized material evidence. Upon entry into the database the material evidence will receive a unique identification number to enable following its path and storage place. This corresponds with the need for creation of appropriate conditions for registering, tracking and storage of seized material evidence in accordance with the requirements set in Internal Rules for conditions and procedures for storage of material evidence at the Ministry of Interior. An inter-agency analysis of the General Directorate National Police shows that this issue is especially persistent for regional directorates where warehouses for storing material evidence are in need for renovation and equipment. The warehouses will be selected from different regional police directorates depending on most urgent need to be renovated. Delivery of hardware for the system - servers and computer equipment. Three year maintenance of the system is also envisaged.

The project activities contribute to programme outcome by strengthening the capacity of the law enforcement authorities, improving the capacity for conducting pre-trial investigations, enhancing international cooperation.

The above activities will result in implementation of minimum quality standards during crime scene inspection and improve evidence management process, including ensuring the management of the evidence from the crime scene to the court and achieving a significant reduction of time required to process evidence and prepare expert conclusions.

The implementation of the PDP will contribute to achievement of programme outcome by improving the capacity for law enforcement agencies in crime prevention and investigation.

**b) The objectives mentioned above will lead bring the followings outcomes and outputs:**

**Objective:** This project is aimed at improvement of the crime scene investigation, incl. improvement of the crime scene inspection for finding and collecting evidence and improvement of the system for storing of evidence. The implementation of the PDP will provide for collection of evidence of high quality for laboratory analysis.

**Indicators:**

* Percentage of compliance of the forensic laboratory activities on examination of drugs with the national forensic standards set in the Concept for Development of the Forensic Science in Bulgaria;
* Percentage of compliance of the forensic laboratory activities on examination of ICT with the national forensic standards set in the Concept for Development of Forensic Science in Bulgaria;
* Percentage of compliance of the forensic laboratory activities on dactyloscopic examination with the national forensic standards set in the Concept for Development of Forensic Science in Bulgaria.

**Outcomes**

- Improved capacity for law enforcement agencies in crime prevention and investigation, incl. organised crime” through improvement of the capabilities for crime scene investigation and evidence storing;

- Renovated premises of the Regional Directorates of the MoI used for storing of material evidence from criminal proceedings;

- Developed traceable chain of custody for registering and tracking seized material evidence.

**Indicators:**

- Number of mobile forensic technical laboratories for forensic units at the regional directorates of the Ministry of Interior involved in crimes scene inspection delivered

- Number of material evidence warehouses renovated and equipped at the General Directorate National Police

- IT system for registering and tracking seized material evidence established

- Number of police officers responsible for the collection and storage of material evidence trained

**Output 1.1:**

Appropriate equipment provided for forensic units of the regional directorates of the Ministry of Interior involved in crime scene inspections through delivery of mobile forensic technical laboratories, incl. forensic briefcases, 3D laser capture scene scanners and post-processing**Indicator:** 10 mobile forensic technical laboratories for forensic units at the regional directorates of the Ministry of Interior involved in crimes scene inspection delivered.

**Output 1.2** Trainings for crime scene investigation and operative police officers, forensic experts, exchange of best practices, increasing knowledge on new methods in criminalistics

**Indicator:** 410 crime scene investigation officers, forensic experts and operative police offciers trained.

**Output 2**: Renovation and equipment of material evidence warehouses

**Indicator:** 10 material evidence warehouses renovated and equipped at the General Directorate National Police.

**Output 3:** IT system for registering and tracking seized material evidence developed and in use as well as police officers responsible for the collection and storage of material evidence trained on usage of the IT system

**Indicator:** IT system for registering and tracking seized material evidence established.

**c) Project promoter and partners:**

National Police General Directorate is a structure at the Ministry of Interior and among its responsibilities is conducting pre-trial police investigation. NPGD is a structure competent on national level to enquire necessary equipment for better collection of evidence in the process of pre-trial investigation. As a structure with competences in conventional crime investigation regulated with the relevant legal regime, GDNP is responsible for the implementation of the project. GDNP as a project promoter will enhance its competence and capabilities in order to align its practice with the obligations and recommendations in accordance with the EU standards in the field.

As the Project Promoter, GDNP will involve experts from Austrian Police, The Police of Netherlands, Sofia University, Prosecution Office of Bulgaria, Police Academy of Ministry of Interior. For the trainings of police officers, we shall use the expertise of these entities and structures, as well experts from Austrian Police will train 10 forensic experts on collecting evidence during process of pre-trial investigation in a study visit.

**d) Milestones/Timetable**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Activity | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 |
| 1.1  Delivery of 10 mobile forensic technical laboratories, including 10 forensic briefcases, 10 3D laser capture scene scanners with post-processing |  |  |  | x | x | x | x | x | x | x | x | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.2.  Trainings for  400 crime scene police officers (investigative and operative police officers and forensic experts, etc.  Study visit training for 10 forensic experts. |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x | x | x | x | x | x | x | x | x | x |  |  |  |  |  |  |  |  |  |  |  |
| 3. Renovation and equipment for 10 premises for storing material evidence |  |  |  |  |  | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. Establishment of IT system for registering and tracking seized material evidence including delivery of hardware and 3-year maintenance of the system. Delivery of supplies for system exploitation - envelopes, labels etc. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x |  |  |

|  |  |  |
| --- | --- | --- |
| **#** | **Milestone** | **Expected date of achievement** |
| **1** | *Project management team established* | *December 2018* |
| **2** | *Kick-off meeting* | *January 2019* |
| **3** | *Public procurement procedure for delivery of mobile forensic laboratories and forensic equipment completed* | *September 2019* |
| **4.** | *Contracts signed for execution of works related to establishing Advocacy centers* | *October 2019* |
| **5** | *Mobile forensic laboratories and forensic equipment delivered and distributed* | *December 2019* |
| **6** | *Public procurement procedures for logistics services related to training of 200 police officers completed* | *July 2020* |
| **7** | *Contracts for carrying out trainings signed* | *August 2020* |
| **8** | *Trainings for all police officers carried out* | *December 2020* |
| **9** | *Public procurement procedure for renovation and equipment for 10 premises for storing material evidence completed* | *February 2021* |
| **10** | *Contracts for carrying our repair works and for delivery of equipment signed* | *March 2020* |
| **11** | *10 premises for storing material evidence renovated and equipped* | *September 2020* |
| **12** | *Public procurement procedures for establishment of IT system for registering and tracking seized material evidence completed* | *November 2020* |
| **13** | *Contract signed for for establishment of IT system for registering and tracking seized material evidence completed* | *December 2020* |
| **14** | *IT system for registering and tracking seized material evidence developed* | *September 2021* |
| **15** | *Closing the project* | *October 2021* |

**e) Budget**

Please find attached. The funding available for soft measures from the total project grant is 11,04%.

**PDP7**

|  |  |
| --- | --- |
| **Project title:** | ***Development of Expert Forensic Examinations and Activities at the Research Institute of Forensic Sciences at the Ministry of Interior (RIFS) and Technical Upgrade and Expansion of the Possibilities of Five Basic Regional Forensic Laboratories*** |
| ***Project Promoter:*** | *Research Institute of Forensic Sciences, MoI Bulgaria* |
| ***Project Partner(s):*** | *n/a* |
| ***Donor project partner(s):*** | *National Criminal Investigation Service (Kripos) or the Norwegian National Police Directorate (POD) – to be confirmed* |
| ***Total maximum eligible project cost:*** | *€2 100 00* |
| ***Project grant rate:*** | *100%* |
| ***Project grant amount:*** | *€2 100 000* |
| ***Estimated duration:*** | *36 months* |

1. **Project summary**

Short description of project: the main activities and their expected results, and how these contribute to meeting the objectives for the relevant outcome(s) and output(s), the PA objective and the Grants overall objectives. The description shall include specific information on the pre-defined project’s contribution to the individual targets for the relevant programme outputs.

The overall goal of project “Development of Expert Forensic Examinations and Activities at the Research Institute of Forensic Sciences at the Ministry of Interior (RIFS) and Technical Upgrade and Expansion of the Possibilities of Five Basic Regional Forensic Laboratories” is to contribute to the improvement of the police cooperation and to develop the long-term cooperation between Norway and Bulgaria and aims to strengthen the forensic capacity of Bulgaria for precise and overall evaluation of evidence collected for the specific criminal and civil cases. The realization will enable the improvement of the forensic infrastructure in the country – a requirement for all European countries on the way to the “European Forensic Science Area 2020”.

The basic project outcomes are connected with the expanding the possibilities of five regional forensic laboratories for examination of drug substances, equipment for examination of latent fingerprints, id documents, biological traces and digital material evidence by providing technical equipment, i.e. possibilities for analysis of psychoactive controlled substances, and quantitative and comparison examinations of drugs; to solve tasks connected to establishing the authenticity of identity documents of illegally residing or detained illegal emigrants along the borders of the Republic of Bulgaria and inside the country; to increase the capacity and the quality of collecting and examining evidence in relation to computer and computer-related crimes and to create specialised working stations for analysing information carriers, network devices and communication devices. This will decrease the number of the expert analyses on drugs assigned to RIFS and their even redistribution to the upgraded regional laboratories as well. Specialised training of the experts from RIFS and the five regional laboratories aims to raise their qualification. Organising a conference in Bulgaria with experts from Norway and experts from RIFS and the five regional laboratories will give an opportunity to present the results of the work with the new equipment, benefits from the acquired knowledge and abilities in solving specific expert tasks. Writing and publishing “A Handbook on Forensic Science” covering the forensic examinations done in our country and the methods applied are also planned which should be for specialised training of forensic experts as well as for the investigation bodies and the judicial system in order to acquaint them with the real potential of the forensic expert analysis.

Four basic activities are planned:

**Activity 1**: Technical equipment for five regional forensic laboratories: Sofia Directorate of the Ministry of Interior and the District Directorates of the Ministry of Interior in Plovdiv, Burgas, Varna, Pleven.

The laboratory equipment includes the delivery of analytical equipment for examination of drug substances, equipment for examination of latent fingerprints, id documents, biological traces and digital material evidence.

The following technical equipment will be procured:

- Analytical equipment for organic analysis of chemical substances – gas chromatography/mass spectrometry, gas chromatography with flame ionization detector and infrared spectrophotometry, etc;

- In the field of analysis and examination of digital evidence, a specialised workstation for forensic analysis will be delivered to every laboratory, it will be with uninterruptible power supply and all the necessary interfaces, specialised software products for analysis of computers and digital data carriers and specialised software product for analysis of mobile phones;

- In the field of biology, fingerprinting, document examination, the following equipment will be procured: VSC 400, alternative light source for the needs of fluorescent development of latent fingerprints and searching for biological traces, automatic chamber for cyanoacrylate processing, chamber with adjustable temperature and humidity, chamber for ninhydrin and DFO processing, biological microscopes and stereo microscopes.

**Activity 2:** Specialised training of the experts from RIFS and the five regional laboratories with the aim to raise their qualification.

Training courses in different fields of the forensic science are planned as follows:

1. Specialised trainings in Bulgaria conducted by Norwegian experts – employees of RIFS, the Expert Forensic Activity Department within the Sofia Directorate of the Ministry of Interior, the basic forensic laboratories within the District Directorates of the Ministry of Interior in the towns of Varna, Burgas, Plovdiv, Pleven will be trained on the topic of:

* Searching and proving drug substances with the methods of gas chromatography/mass spectrometry, infrared spectrophotometry and gas chromatography with flame ionization detector;
* Basic principles of the forensic examination of computer systems and data carriers;
* Basic principles of the forensic examination of mobile and communication devices;
* Latent fingerprints development.

2. Specialised trainings of employees of RIFS in Norway conducted by Norwegian experts on the topic of:

* Training of trainers for analysis and identification of drug substances with the methods of gas chromatography/mass spectrometry, infrared spectrophotometry and gas chromatography with flame ionization detector;
* Synthetic drugs profiling;
* Crime scene investigation;
* Validation of physical and chemical methods with the aim of accrediting the laboratory for analysis of drug substances at RIFS;
* Detecting, fixing and examination of biological traces;
* Gunshot residue examination;
* Forensic examination of unauthorised access to computer systems and malicious software;
* Forensic examination of communication and electronic devices for advanced users;
* Technical examination of documents;
* Objectifying the handwriting examinations.

**Activity 3:** Organising a conference in Bulgaria with experts from Norway and experts from RIFS and the five regional laboratories on the topic of “Presentation of the results of the work with the new equipment, benefits from the acquired knowledge and abilities in solving specific expert tasks”.

**Activity 4:** Writing and publishing “A Handbook on Forensic Science” covering the forensic examinations done in our country and the methods applied. The handbook should be for specialised training of forensic experts as well as for the investigation bodies and the judicial system in order to acquaint them with the real potential of the forensic expert analysis.

1. **Objective, expected outcome(s) and list of outputs**

Objective of the project:

Increasing the forensic capacity of Bulgaria for precise and overall evaluation of evidence collected for the specific criminal and civil cases. The realisation of the project will enable the improvement of the forensic infrastructure in the country – a requirement for Bulgaria on the way to the “European Forensic Science Area 2020”

Project outcomes:

* Expanding the possibilities of five forensic laboratories and unifying the equipment for these forensic laboratories.
* Decreasing the number of the expert analyses on drugs assigned to RIFS and their even redistribution to the upgraded regional laboratories.
* New possibilities for analysis of psychoactive controlled substances, and quantitative and comparison examinations of drugs.
* A possibility to solve tasks connected to establishing the authenticity of identity documents of illegally residing or detained illegal emigrants along the borders of the Republic of Bulgaria and inside the country .
* Increasing the capacity and the quality of collecting and examining evidence in relation to computer and computer-related crimes.
* Creating specialised working stations for analysing information carriers, network devices and communication devices.
* Raising the qualification of the forensic experts at RIFS and the five laboratories.

List of outputs:

* Technical equipment for five regional forensic laboratories: Sofia Directorate of the Ministry of Interior and the District Directorates of the Ministry of Interior in Plovdiv, Burgas, Varna, Pleven delivered;
* Forensic science trainings fot the experts from RIFS and the five regional laboratories carried out;
* Conference on “Presentation of the results of the work with the new equipment, benefits from the acquired knowledge and abilities in solving specific expert tasks” held;
* Handbook on Forensic Science analyzing forensic examinations and examination methods applied in Bulgaria elaborated and published.

1. **Information on the project promoter and project partner(s)**

RIFS was founded in 1968 and it is a central division within the structure of the Ministry of Interior. It is the only institute of its kind in Bulgaria for carrying out a wide range of forensic examinations. RIFS also methodologically guides the regional forensic laboratories (forensic laboratories, basic forensic laboratories and Expert Forensic Activity Department) in the field of the expert forensic examinations. RIFS conducts specialised training of forensic experts in Bulgaria, develops methodologies for carrying out different analyses, develops concepts for the development of the forensic science and makes offers for the necessary technical equipment and consumables. RIFS is a member of the European Network of Forensic Science Institutes (ENFSI).

The Forensic Department was founded in 1959. It is a main structural unit at at the National Criminal Investigation Service (Kripos) in Norway within the Norwegian Police Service, Ministry of Justice and Public Security. The Forensic Department (KTA) is the basic unit for carrying out forensic examinations in Norway. All kinds of forensic analyses are conducted by KTA with the exception of DNA analysis, toxicological chemistry and forensic medicine. The Forensic Department (KTA) has been an ENFSI member since 1992 and it is one of its founders.

1. **Timetable / Milestone plan**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Activity** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **19** | **20** | **21** | **22** | **23** | **24** | **25** | **26** | **27** | **28** | **29** | **30** | **31** | **32** | **33** | **34** | **35** | **36** |
| 1. Opening press conference |  | **x** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2. Working meeting with representatives from Kripos for discussing the joint activities |  |  | **x** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. Preparation of the documentation of the tender procedures under the Public Procurement Act planned to procure the technical equipment for the five laboratories |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4. Tender procedures for procuring the technical equipment |  |  |  |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |  |  |  |
| 5. Delivery and installation of the technical equipment to the laboratories |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |
| 6. Trainings of RIFS experts by Norwegian experts in Norway on the topics of: Training of trainers for analysis and identification of drug substances with the methods of gas chromatography/mass spectrometry, infrared spectrophotometry and gas chromatography with flame ionization detector; Forensic examination of unauthorised access to computer systems and malicious software; Gunshot residue examination |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7. Specialised trainings in Bulgaria conducted by Norwegian experts – employees of RIFS, the Expert Forensic Activity Department within the Sofia Directorate of the Ministry of Interior, the basic forensic laboratories within the District Directorates of the Ministry of Interior in the towns of Varna, Burgas, Plovdiv, Pleven will be trained on the topic of: Searching and proving drug substances with the methods of gas chromatography/mass spectrometry, infrared spectrophotometry and gas chromatography with flame ionization detector |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8.Specialised trainings of employees of RIFS in Norway conducted by Norwegian experts on the topic of: Detecting, fixing and examination of biological traces; Objectifying the handwriting examinations; Crime scene investigation |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9.Specialised trainings in Bulgaria conducted by Norwegian experts – employees of RIFS, the Expert Forensic Activity Department within the Sofia Directorate of the Ministry of Interior, the basic forensic laboratories within the District Directorates of the Ministry of Interior in the towns of Varna, Burgas, Plovdiv, Pleven will be trained on the topic of: Basic principles of the forensic examination of computer systems and data carriers; Basic principles of the forensic examination of mobile and communication devices; Latent fingerprints development |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10. Specialised trainings of employees of RIFS in Norway conducted by Norwegian experts on the topic of: Synthetic drugs profiling; Forensic examination of communication and electronic devices for advanced users; Technical examination of documents |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |
| 11. Specialised trainings of employees of RIFS in Norway conducted by Norwegian experts on the topic of: Validation of physical and chemical methods with the aim of accrediting the laboratory for analysis of drug substances at RIFS |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |
| 12. A conference in Bulgaria with the participation of Norwegian experts on the topic of: “Presentation of the results of the work with the new equipment, benefits from the acquired knowledge and abilities in solving specific expert tasks” |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **x** |  |  |  |
| 13. Preparation of the public procedure and publishing “A Handbook on Forensic Science” |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |
| 14. A working meeting with representatives of Norway for discussing the implemented activities and the achieved results |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **x** |  |
| 15. A closing press conference |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **x** |

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| --- | --- | --- |
| **#** | **Milestone** | **Expected date of achievement** |
| **1** | *Project management team established* | *December 2018* |
| **2** | *Technical specifications and public procurement documentations developed* | *August 2020* |
| **3** | *Public procurement procedures completed and contracts signed* | *November 2020* |
| **4** | *All equipment envisaged under the project delivered and put into service* | *February 2021* |
| **5** | *All trainings under the project will be conducted* | *August 2021* |
| **6** | *A conference “Presentation of the results of the work with the new equipment, benefits from the acquired knowledge and abilities in solving specific expert tasks” held* | *August 2021* |
| **7** | *“A Handbook on Forensic Science” published* | *August 2021* |
| **8** | *Closing the project* | *November 2021* |

1. **Budget (See example in the excel Annex I Budget per output/activity)**

Please, see the enclosed budget. 30% of the budget of the PDP will be used for implementation of soft measures.

1. As relevant, any further information on special provisions for the pre-defined project based on PA specific concerns, special concerns in the MoUs or donor comments.

The project corresponds with the special concerns in the MoU related to police cooperation and development of pre-defining project(s) with the National Police Directorate (POD) and/or the Norwegian Police Service.

**PDP8**

|  |  |
| --- | --- |
| Project title: | Increasing the effectiveness of SANS for combating crime including money laundering, terrorism financing and predicate criminality |
| *Project Promoter:* | *State Agency for National Security (SANS)* |
| *Project Partner(s):* | *n/a* |
| *Donorprojectpartner(s):* | *n/a* |
| *Total maximum eligible project cost:* | *€941 506* |
| *Project grant rate:* | *100%* |
| *Project grant amount:* | *€941 506* |
| *Estimated duration:* | *60 months* |

1. **Project summary**

Short description of project: the main activities and their expected results, and how these contribute to meeting the objectives for the relevant outcome(s) and output(s), the PA objective and the Grants overall objectives. The description shall include specific information on the pre-defined project’s contribution to the individual targets for the relevant programme outputs.

The project aims to support the introduction and implementation of modern, adequate mechanisms to implement relevant measures in the field of European policies to combat economic crimes, including money laundering, terrorist financing and a predicate crime. The project's activities are aimed at developing SANS's capabilities to retrieve information for the purposes of preventing money laundering and terrorist financing; to increase risk-based monitoring capabilities for different financial and DNFBP sectors under the responsibility of financial intelligence unit by conducting trainings and study visits; as well as the development of a risk-based oversight methodology and open source intelligence-OSINT training for SANS employees (Financial Security and Financial Intelligence Unit). The project activities envisage the construction and acquisition and technical feasibility of implementing these capabilities: creating encrypted links for the exchange of information between competent authorities to enhance the exchange of information and data; as well as the development, delivery and implementation of an automated document management system.

The implementation of the project (PDP 8) is set out in Output 2.12: Capacity Building on Combating Economic Crime conducted with the State Agency for National Security staff with indicators: 1.) Number of staff of the State Agency for National Security trained on the application of risk-based supervision, open-source intelligence, data-mining and best practices, and 2.) Number of competent institutions covered by encrypted connections.

Description of Activity 1/Activity 2 of the PP8

Activity 2 of the PP8 is aimed at the development of the capacity for data-mining of the anti-money laundering and counter terrorism financing (AML/CFT) information. This is planned to be achieved through two study visits in foreign FIUs for exchange of best practices. Each of the study visits will last for 4 days. The cost of one study visit includes accommodation (130 euro per person per night), travel (700 euro per person), daily allowance (35 euro per person per day) expenses and expenses for insurance (5 euro per person) for 5 SANS staff members. The estimated cost of one study visit is 6 175 EUR and the total cost of the activity is 12 350 EUR.

Activity 3 of the PP8

Activity 3 of the PP8 is aimed at the enhancing the capabilities for risk-based supervision and risk-based application of measures of the various financial and DNFBP sectors under FIU responsibility.

This is planned to be achieved through two study visits in foreign FIUs and one training. The purpose of the study visits is the exchange of best practices and the purpose of the training is the provision of technical assistance for the elaboration of a methodology for risk-based supervision by an experienced external specialist.

Each of the study visits will last for 4 days. The cost of one study visit includes accommodation (130 euro per person per night), travel (700 euro per person), daily allowance (35 euro per person per day) expenses and expenses for insurance (5 euro per person) for 5 SANS staff members. The estimated cost of one study visit is 6 175 EUR.

The cost of the training is estimated to be 4500 EUR and includes the contract payment for the external specialist and accommodation, travel and daily allowance expenses. The external specialist will be appointed according to the rules of The Law on Public Procurement.

The estimated total cost of the activity is 16 850 EUR.

Activity 4 of the PP8

Activity 4 of the PP8 is aimed at the enhancing of SANS’s capabilities in open source intelligence (OSINT). This is planned to be achieved through one training for SANS staff (financial security and financial intelligence directorates)

The cost of the training includes the rent of a conference room for 5 days, coffee breaks and lunch for 20 persons (40 euro per person per day), the contract payment, accommodation, travel and daily allowance expenses for 2 lecturers (4 500 per person). The latter will be appointed according to the rules of The Law on Public Procurement.

The total estimated cost of the training and the activity is 13 000 EUR.

Activity 5 of the PP8Activity 5 of the PP8 is aimed at the establishment of encrypted connections for exchanging the information among the competent authorities under the Directive (EU) 2015/849 of the European Parliament and the Council (of EEA relevance) for enhanced aggregation of the data sources and information. The activity will be performed through the purchase of 4 (four) cryptodevices, 4 (four) work stations and 1 (one) cryptokey management station.

The estimated price of 1 (one) cryptodevice is 45 000 EUR, and the total price for the 4 (four) cryptodevices – 180 00 EUR. The estimated price for 1 (one) work station is 2 000 EUR and the total price for the four work stations is 8 000 EUR. The estimated price for the cryptokey management station is 50 000 EUR.

The estimated total cost of the activity is 238 000 EUR

Activity 5a of the PP8 (New activity)

Activity 5a of the PP8 is aimed at the awareness rising among obliged entities under the AML/CFT legislation and enhancing their capabilities to properly apply the new AML/CFT legislation requirements (adopted for the transposition of the Directive (EU) 2015/849 of the European Parliament and the Council (of EEA relevance). To perform the activity, relevant data and information should be gathered, analysis of the situation should be conducted, areas of high risk of ML/FT (which should also reflect the conclusions of the NRA) , categories of obliged entities for training and draft topics for discussions should be identified and trainings should be organized. The cost of the activity includes a survey (3 000 euro), rent of a conference room for 35 days, coffee breaks and lunch for 20 persons per day (40 euro per person per day), payment for 2 lecturers (300 euro per lecturer per day) and expenses for the organization and administrative support of the trainings (100 euro per training). Expenses are envisaged also with regard to the travel, daily and accommodation allowance for 1 SANS staff member for 15 of the training (planned to be organized in the country) and for the travel and accommodation of the lecturers for these 15 trainings.

The total estimated cost of the training and the activity is 70150 EUR.

Activity 6 of the PP8

Establishing an Automated Information System that will aid the creation, processing, storage and exchange of information between the structural units of SANS, we have achieved a rise in the effectiveness and precision of our work process as well as control over the provision in the following areas of activity: Management, Analysis and estimation, Control, Finances, Logistics. The project will be implemented in several steps: - purchase of the necessary equipment; - a draft for the development of the necessary software products; - adapting the system to the specific needs of SANS; - test commissioning; - training; - putting into operation. The expected results of the implementation of the activity are: accelerating the information flows and supporting the decision-making process; reducing time for analysing information and preparing reports, analyses, reports, etc.; reducing time for document movement, distribution and control over their implementation; increasing the reliability, timeliness and reliability of the information; effective support for control over the execution of assigned tasks; optimizing and unifying workflows; centralizing the document circulation activity in SANS through the implementation of specialized electronic registers; Providing conditions for effective management in emergency situations, disasters and accidents.

1. **Objective, expected outcome(s) and list of outputs**

|  |  |  |
| --- | --- | --- |
| Expected Outcome: Increasing the effectiveness of SANS for combating economic crime including money laundering, terrorism financing, and predicate criminality | | |
| Outputs | | **Deliverables** |
| 1. | Elaboration of terms of reference (technical requirements) for the automated system established with the assistance of experienced external specialists | Technical documentation for public procurement |
| 2. | Developing the capacity for data-mining of the anti-money laundering and counter terrorism financing (AML/CFT) information through relevant training and exchange of best practices | Study visits implemented |
| 3. | Enhancing the capabilities for risk-based supervisions and risk-based application of measures of the various financial and DNFBP sectors under FIU responsibility through training and exchange of best practices | Trainings and study visits implemented |
| 4. | Open source intelligence (OSINT) training for SANS staff (financial security and financial intelligence directorates) | Implemented trainings for directorates of SANS |
| 5. | Establishing encrypted connections for exchanging the information among the competent authorities under the aforementioned Directive for enhanced aggregation of the data sources and information | Connectivity established and secure and timely flow of information between competent authorities |
| 5a. | Awareness rising among obliged entities under the AML/CFT legislation and enhancing their capabilities to properly apply the new AML/CFT legislation requirements (adopted for the transposition of the Directive (EU) 2015/849 of the European Parliament and the Council (of EEA relevance). | A survey for identification of areas of high risk of ML/FT (in accordance with the conclusions of the NRA), designation of categories of obliged entities for training and drafting of topics for discussions.  Trainings for obliged entities under the AML/CFT legislation implemented. |
| 6. | Developing, delivering and deploying an automated system for electronic document management | Software and hardware deployed/delivered |

1. **Information on the project promoter and project partner(s)**

State Agency for National Security is a specialized body to the Council of Ministers of the Republic of Bulgaria for the implementation of the national security protection policy. The Agency has statutory functions in the field of protection of the economic and financial security of the state; in the field of international terrorism and extremism, as well as their financing, etc. The Financial Intelligence Unit is a separate structural unit in SANS.

1. **Timetable / Milestone plan**

|  |  |  |
| --- | --- | --- |
| # | Milestone | Expected date of achievement |
| 1 | *Project contract signed between the PO and the PP* | *30/11/2018* |
| 2 | *Elaboration of terms of reference (technical requirements) for the automated system established with the assistance of experienced external specialists* |  |
| 3 | *Developing the capacity for data-mining of the anti-money laundering and counter terrorism financing (AML/CFT) information through exchange of best practices* | *30/09/2019* |
| 4 | *Enhancing the capabilities for risk-based supervisions and risk-based application of measures of the various financial and DNFBP sectors under FIU responsibility through training and exchange of best practices* | *31/01/2020* |
| 5 | *Open source intelligence (OSINT) training for SANS staff (financial security and financial intelligence units)* | *31/05/2020* |
| 7 | *Establishing encrypted connections for exchanging the information among the competent authorities under the aforementioned Directive for enhanced aggregation of the data sources and information* | *30/11/2023* |
| 7a | *Awareness rising among obliged entities under the AML/CFT legislation and enhancing their capabilities to properly apply the new AML/CFT legislation requirements (adopted for the transposition of the Directive (EU) 2015/849 of the European Parliament and the Council (of EEA relevance).* | *31/12/2019* |
| 8 | *Developing, delivering and deploying an automated system for electronic document management* | *30/11/2023* |

1. **Budget (See example in the excel Annex I Budget per output/activity)**

Please find enclosed. Soft measures will be approx.16% of the total eligible project costs.

1. As relevant, any further information on special provisions for the pre-defined project based on PA specific concerns, special concerns in the MoUs or donor comments.

Not relevant.

**PDP9**

|  |  |
| --- | --- |
| Project title: | *Capacity building of the police officers working in multi-ethnic environment, including Roma communities and prevention of ill-treatment by the police* |
| *Project Promoter:* | *The Academy of the Ministry of Interior* |
| *Project Partner(s):* | *OSCE (tbc)* |
| *Donor project partner(s):* | *n/a* |
| *Total maximum eligible project cost:* | *€630 000* |
| *Project grant rate:* | *100%* |
| *Project grant amount:* | *€630 000* |
| *Estimated duration:* | *36 months* |

1. **Project summary**

The objective of the project is prevention and reduction of violation of human rights by the police while acting in a multi-ethnic environment, with special focus on the Roma population, enhancing the police officers skills related to prevention of domestic violence, trafficking in human beings and pickpocketing in Roma community and prevention of ill-treatment by the police.

The target group of the project are the cadets and students in AMoI and MoI employees: police officers working in multi-ethnic environment, with emphasis of the Roma population and other vulnerable groups; police officers authorized to work as community police officers, cadets and police officers passing training at AMoI. The results will have positive impact on society and in particular on persons belonging to a multi-ethnical and multicultural environment, including Roma population as it will lead to the prevention of crimes and reduction of human rights violations by police officers.

The project objective will be accomplished through a combination of joint activities, divided into two components, which in their integrity provide improvement of the capacity of police officers necessary for working in a multi-ethic environment and are designed to increase the respect for human rights . The aim is to reduce the cases of violation of human rights while using force, auxiliary means, and firearms.

The first component contains 5 activities.

First activities will be dedicated to aquatinting the police officers with knowledge about Roma community (e.g. on Roma history, culture, values etc.), European antidiscrimination standards, preventing the stereotypes against Roma, reducing the prejudices, mistreatment and ethnic profiling. Roma leaders, the Roma community and NGOs will be involved in the activities and will share their experience. Two trainings will be conducted by experts from OSCE.

The second component includes training of trainers. At first, there will be two courses for 20 officers each (40 police officers in total), which will be provided, by the experts from at the Academy of MoI.

Later on, under third activity each trainer will conduct in-service training of 40 police officers (1600 in total). This activities component will take into account training materials (guideline and curriculum) developed under fourth activity.

Fourth activity is dedicated to a baseline study and analysis on the current situation, including legislation on policing in cases of domestic violence, trafficking in human beings, domestic violence, and pickpocketing in Roma community. The research will be conducted by representatives of the Academy of MoI The base line study will focus on the assessment of the practices and implementation of the existing legislation and will propose possible further amendments, in order to improve the legislation and share best practices. The results of the baseline study will be offered for public consultations with representatives of the civil society and project partners. Under this activity will be the develop guideline and one curriculum for the needs of the in-service trainings and training process in the Academy of MoI, by the expert from the Academy of MoI. These guideline will be published in 3000 copies for improving the knowledge of police officers.

Fifth activity is linked to creation of an appropriate learning environment. The activities to be implemented foresee renovation and the provision of equipment for 3 training auditorium rooms and where these topics will be taught. These facilities will create the necessary conditions for effective training. The renovation and equipment for auditorium rooms will guarantee the post implementation sustainability of the project overall goal. The Academy of MoI envisages their using in human rights courses provided as vocational training for police officers and higher education programs.

The second component contains 4 activities. First activities will be dedicated to development of module for e-learning platform of AMoI on prevention of ill-treatment. The module will be put in operation on e-platform during the project implementation.

Second activity concerns training curriculum on prevention of ill-treatment by Police, designated for training at Centers for Specialized Police Training in Pazardzhik, Varna and Kazanlak. This curriculum will be approved at a council meeting of the Police Faculty.

Later on, under third activity training based on the curricula shall be conducted in Centers for Specialized Police Training as part of the courses for initial police training. The curricula will be designated by the expert from from the Academy of MoI.

Fifth activity is linked to renovation and the provision of equipment for 3 training auditorium rooms and where these topics will be taught. Each Center for Specialized Police Training in Pazardzhik, Varna and Kazanlak will have a renovated cabinet. These facilities will create the necessary conditions for effective training and will guarantee the post implementation sustainability of the project overall goal. The Centers envisages their using in trainings on prevention of ill-treatment.

1. **Objective, expected outcome(s) and list of outputs**

**Outcome 1 - Capacity of the police officers working in multi-ethnic environment, including Roma communities is upgraded and developed.**

This outcome will be achieved as effect of the follow outputs:

Output 1 - Awareness raised among police officers on crime prevention, Roma values and culture and European antidiscrimination standards; increasing knowledge of police officers on Roma community (e.g. on Roma history, culture, values etc.), preventing the stereotypes against Roma, reducing the prejudices, mistreatment and ethnic profiling; involving Roma leaders, community, NGOs and international partners (OSCE) in trainings to share experience

Output 2 - Training of trainers provided for police officers from structures of MoI located in regions with predominantly Roma population on prevention of ill-treatment by police

Output 3 - Administrative capacity in policing in multicultural society enhanced

Output 4 - Analysis of policing performed in the field of preventing and combating domestic violence, trafficking in human beings, domestic violence and pickpocketing in areas with predominantly Roma population

Output 5 - the necessary conditions for effective multi-ethnic police training provided

**Outcome 2 - Improved capacity of police officers for prevention of ill-treatment**

This outcome will be achieved as effect of the follow outputs:

Output 1 - additional module on the e-learning platform of AMoI developed for the purpose of in-service training of police officers on prevention of ill-treatment by police

Output 2 - curriculum on prevention of ill-treatment by police developed and implemented in the initial police training conducted in the Centres for Specialised Police Training in Pazardzhik, Varna and Kazanlak

Output 3 - trainings on prevention of ill-treatment by police conducted in Centres for Specialized Police Training in Pazardzhik, Varna and Kazanlak as part of the courses for initial police training

Output 4 - specialised cabinets for prevention of police ill-treatment in the Centres for Specialised Police Training in Pazardzhik, Varna and Kazanlak set up.

1. **Information on the project promoter and project partner(s)**

The Academy of MoI is the only educational institution in the Republic of Bulgaria which provides training to officers for the needs of the Ministry of the Interior. The legal basis regulating its function is the MoI Act and the Higher Education Act. Through Resolution of the National Assembly of 14 June 2002 the Academy of MoI acquired the status of a university. As a result of this Resolution, alongside with the MoI Act, the activities of the Academy of MoI are regulated by the Higher Education Act too.

1. **Timetable / Milestone plan**

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|  | | **Timetable for implementing the project** | | | | | | | | |
| **Activity**  **Month** | **O1A1** | | **O1A2** | **O1A3** | **O1A4** | **O1A5** | **O2A1** | **O2A2** | **O2A3** | **O2A4** |
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| **36** |  | |  |  |  |  |  |  |  |  |

1. **Budget (See example in the excel Annex I Budget per output/activity)**

Enclosed. The soft measures amount to 73% of the total PDP budget.

1. As relevant, any further information on special provisions for the pre-defined project based on PA specific concerns, special concerns in the MoUs or donor comments.

This project shall contribute to the improvement of the situation for the Roma population

**PDP10**

Please provide the following information for each Pre-defined Project.

|  |  |
| --- | --- |
| Project title: | *Improvement of the efficiency of the police activity in the field of domestic and gender-based violence* |
| *Project Promoter:* | *General Directorate National Police* |
| *Project Partner(s):* | *n/a* |
| *Donor project partner(s):* | *n/a* |
| *Total maximum eligible project cost:* | *€620 000* |
| *Project grant rate:* | *100%* |
| *Project grant amount:* | *€620 000* |
| *Estimated duration:* | *36 months* |

1. **Project summary**

Short description of project: the main activities and their expected results, and how these contribute to meeting the objectives for the relevant outcome(s) and output(s), the PA objective and the Grants overall objectives. The description shall include specific information on the pre-defined project’s contribution to the individual targets for the relevant programme outputs.

The aim of the project is to improve the capacity of the Bulgarian Police to respond to cases of domestic and gender based violence (DGBV) and development of efficient polices in the area of combating this type of human right violation. The project also envisages activities aimed at improving the situation of the Roma population. According to a nationwide study “Domestic And Gender-Based Violence Support Model” (http://www.csd.bg/artShowbg.php?id=17884) carried out in 2016 under BG12 NFM2009-2013, only one in every ten people among the general public states in the course of the last twelve months have experienced domestic violence or gender-based violence, and the share of women is about one quarter higher than the share of men. For Roma women and girls, one in six respondents reports experiencing violence in the last year, which is almost 60% higher than among women of the general population.

The analysis of the statistics indicates that further efforts of the police prevention activity in the field of domestic and gender-based violence should be aimed specifically at high risk groups with multiple vulnerabilities such as Roma women and girls. In this regard, this project will be implemented in areas with Roma population and will focus on prevention, risk assessment, support to victims and collection of data on DGBV in Roma communities.

The project includes the following activities:

**Activity 1** Elaboration of Algorithm of risk assessment on recognition of DGBV cases and the attached Protocols.

*Roma NGOs will be consulted in elaboration of risk assessment tools.*

**Activity 2** Training of police officials from GDNP and Regional Directorates of Ministry of Interior for implementation of risk assessment on DGBV cases, including on combating Roma stereotypes

The trainings will include Training the trainers seminars with participation of national and foreign experts as lecturers.

**Activity 3**. Trainings for police officials in protection of victims of DGBV.

*The trainings will be in-service training for police officers and other professionals in dealing with victims (children and women) or perpetrators of domestic violence and violence based on gender aiming at prevention and detection of such kind of violence, understanding of the needs and rights of victims as well as prevention of secondary victimization.*

*The already developed training tools, such as the Guide for trainers and the Manual for work of police officers will be used in these trainings.*

**Activity 4** Exchange of information with NGO’s, GREVIO, CEDAW, FRA, CoE for gathering best practices and relevant data to be considered in the frame of elaboration of AIS;

**Activity 5** Elaboration and hardware delivery for Automated Information System (AIS) "Domestic violence" for entering, processing and storage of the data related to DGBV including 3-year maintenance of the system.

The establishment of AIS will allow police officers:

1. to react more adequately and quickly to all received signals for domestic violence incidents;

2. to have opportunity for risk assessment before going to the place of domestic violence incident;

3. to apprehend immediately the perpetrator;

4. to receive information in advance on the possible possession of fire-arm by the perpetrator.

*Roma NGOs will be consulted in the elaboration of Terms of Reference for the establishment of AIS.*

*The system will allow to assess the current situation of data collection particularly concerning cases of violence against Roma women and children. More specifically, collected data should serve to enable assessments of the effectiveness of police interventions and the implementation of reforms in the area of policing domestic violence against Roma women and children. It will also give information, based on analysis on areas of greater domestic and gender based violence, especially with bigger percentage of Roma population. This will enable police to organize information campaigns and raise awareness as to prevent DGBV in these areas.*

*With respect to the analysis on data collected it will be produced prevalence rates on Roma women’s diverse experiences of violence, including patterns in reporting to the police and other services, such as NGO’s.*

**Activity 6** Providing training and increasing capacity of professionals on providing and using data from the automated information system with view to meeting the minimum EU and International reporting and monitoring requirements on DGBV. This activity will lead to raising the awareness on the acts of domestic violence; more visible and accurate reporting, available statistical data and exchange of information related to domestic and gender-based violence cases.

*This training will give police officers and other institutions more information about real situation on committed different acts of violence, victims, perpetrators, regions of more concentrated violence, etc. which will result in proactive work on the part of the police and more information campaigns in order to counter domestic and gender-based violence. The training will be also focused on raising the awareness of the act of violence against women and children and domestic violence and also focused on human rights and victim’s safety, emphasizing Roma women and children as a vulnerable group with regard to domestic violence and gender-based violence.*

*The trainings will include Training the trainers seminars with participation of national and foreign experts as lecturers.*

The project activities contribute to programme outcome by improvement of the GDNP-MoI and other stakeholders institutions and organisations capacities for work on cases of DGBV and also improvement in situation for Roma population.

The above activities will result in a improvement of administrative capacity for prevention and combating violence against Roma women and protection of victims of violence in line with the Istanbul Convention and also improved collection of statistical data on cases of violence against women in line with the recommendations set by the EU, the Council of Europe and, at international level, by the United Nations. Establishing IT system on domestic violence will guarantee not only the effective control by the police structures but will also facilitate the development of adequate policies corresponding to victims’ needs.

The establishment of this IT system will also result in improved exchange of information by numerous checks made by police officers in AIS for reference purposes in their routine work and improved quality of collected database and security of information provided.

The elaboration of AIS software as well as the envisaged trainings are expected to have positive effect in view to obtaining clear and reliable information about the DGBV cases, undertaking necessary measures for prevention of that kind of crimes and drafting proposals for possible amendments of legislation in the targeted area.

The implementation of the PDP will contribute to achievement of programme outcome by improving the capacity of police officers and other professionals in the field of gender-based violence and combatting Roma stereotypes.

1. **Objective, expected outcome(s) and list of outputs**

**Objective:** Improved situation for the Roma population, enhanced administrative capacity for prevention and combating violence against Roma women and increased protection of victims of violence in line with the Istanbul Convention

**Indicators:**

Number of Roma reached;

Trust from the Roma population towards the police;

Number of complaints of HR-violations committed by the police in Roma populated areas;

Level of compliance with the Istanbul Convention.

**Outcome: 1:** Improved Administrative capacity for prevention and combating violence against Roma women and protection of victims of violence in line with the Istanbul Convention

**Indicator:**  390 police officials trained for implementation of risk assessment on DGBV cases, including on combating Roma stereotypes.

Outputs: trainings on DGBV and protection of victims, risk assessment methodology developed, combating Roma stereotypes

**Outcome: 2:** Automated Information System “Domestic Violence” developed and operational

**Indicators:**

* Automated Information System “Domestic Violence” developed and operational
* 640 MoI and Ministry of Justice officials, social workers and NGO representatives trained on DGBV related issues

**Outputs:** AIS + trainings on AIS usage and on raising the awareness on the acts of domestic violence

1. **Information on the project promoter and project partner(s)**

National Police General Directorate is a structure at the Ministry of Interior and among its responsibilities is gender-based violence. Its powers under the Law on the Protection against the Domestic Violence authorizes this police structure to exercise control on the imposed by the court measures (whether they are correctly and fully applied), and to the obligations of the Ministry of Interior to draft an annual programme for prevention and protection of the victims against domestic violence.Given the competences and responsibilities of the GDNP as stipulated by the national law and the international agreements in the domestic and gender-based violence field, GDNP is pre-defined as project promoter. Pursuant to the now acting Protection of Domestic Violence Act, only GDNP has the authority to control whether measures imposed by the court are applied correctly and fully.

As a Project Promoter, GDNP will involve experts from Ministry of Labour and Social Policy, Academy of Ministry of Interior, Association Animus Foundation, Aliance for protection from gender based violence, foreign experts. For the trainings of police officers, we shall use the expertise of these entities and structures as well as foreign experts as lecturers.

1. **Timetable / Milestone plan**

Timetable:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Activity | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 |
| 1.  Elaboration of Algorithm of risk  assessment on recognition of DVGBV cases and the attached Protocols |  |  |  | x | x | x | x | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.  Training of police officials from GDNP and Regional Directorates of Ministry of Interior for implementation of risk assessment on DGBV cases, including on combating Roma stereotypes |  |  |  |  |  |  |  |  |  | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. Trainings for police officials on protection of victims of DGBV |  |  |  |  |  |  |  |  |  | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x |  |  |  |  |  |  |  |  |  |  |  |  |
| 4. Exchange of information with NGO’s, GREVIO, CEDAW, FRA, CoE for gathering best practices and relevant data to be considered in the frame of elaboration of AIS |  |  | x | x | x | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.Elaboration and delivery of hardware for establishing Automated Information System "Domestic violence" for entering, processing and storage of data related to DGBV, including 3-year maintenance of the system |  |  |  |  |  |  |  | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x |  |  |  |  |  |  |
| 6. Training and increasing awareness of professionals on providing and using data from the automated information system with view to meeting the minimum EU and International reporting and monitoring requirements on DGBV |  |  |  |  |  |  |  |  |  | x | x | x | x | x | x | x | x |  |  |  |  |  |  |  |  | x | x | x | x | x | x | x | x | x |  |  |

Milestone plan:

|  |  |  |
| --- | --- | --- |
| # | Milestone | Expected date of achievement |
| 1 | *Program management team established* | *December 2018* |
| 2 | *Kick-off meeting* | *January 2019* |
| 3 | *Algorithm of risk assessment on recognition of DVGBV cases and the attached Protocols elaborated* | *August 2019* |
| 4 | *Public procurement procedure for all trainings completed* | *August 2019* |
| 5 | *Contracts signed for execution of all trainings* | *May 2020* |
| 6 | *All trainings completed* | *September 2021* |
| 7 | *Public procurement procedures for logistics services related to training of 200 police officers completed* | *July 2020* |
| 8 | *Contracts for carrying out trainings signed* | *August 2020* |
| 19 | *Trainings for all police officers carried out* | *September 2021* |
| 10 | *Public procurement procedure for establishing Automated Information System "Domestic violence" for entering, processing and storage of data related to DGBV completed* | *February 2020* |
| 11 | *Contracts for carrying our works for development of the Automated Information System signed* | *March 2020* |
| 12 | *Automated Information System "Domestic violence" for entering, processing and storage of data related to DGBV, developed and functioning* | *May 2021* |
| 13 | *Closing the project* | *October 2021* |

1. **Budget (See example in the excel Annex I Budget per output/activity)**

Enclosed. The financing available for soft measures from the total project grant is 58%.

1. As relevant, any further information on special provisions for the pre-defined project based on PA specific concerns, special concerns in the MoUs or donor comments.

The project corresponds with the special concerns in the MoU related to domestic and gender-based violence (police training) and shall contribute to the improvement of the situation for the Roma population.

**PDP 11**

Please provide the following information for each Pre-defined Project.

|  |  |
| --- | --- |
| Project title: | *Improvement of the coordination and dialogue between police and Roma society* |
| *Project Promoter:* | *General Directorate National Police* |
| *Project Partner(s):* | *n/a* |
| *Donor project partner(s):* | *n/a* |
| *Total maximum eligible project cost:* | *€650 000* |
| *Project grant rate:* | *100%* |
| *Project grant amount:* | *€650 000* |
| *Estimated duration:* | *36 months* |

1. **Project summary**

Short description of project: the main activities and their expected results, and how these contribute to meeting the objectives for the relevant outcome(s) and output(s), the PA objective and the Grants overall objectives. The description shall include specific information on the pre-defined project’s contribution to the individual targets for the relevant programme outputs.

The project combines soft and hard measures in order to contribute to the improvement of the situation for the Roma population and result in improvement of coordination and dialogue between police and Roma society. The project will also contribute to the prevention of radicalisation, violent extremism and hate speech.

This project also seeks to contribute to establishment of informal networks at national and regional level for exchange of ideas, knowledge and good practices for counteraction to radicalism and violent extremism. The project will support mutual initiatives of all public institutions working in Roma communities (police, child protection services, education). Measures for improvement of the coordination of the regional police directorates and local Roma organisations, creation of better conditions for multi-ethnic dialogue and better understanding of Roma cultural values are foreseen in that regard. Trainings for police officers to enhance their skills and competence to recognize early signs of radicalism in its different forms are envisaged, so that to enable them to use adequate prevention mechanisms and react fast. More concentrated police activity particularly in the Roma communities living in different regions of Bulgaria is anticipated.

What is envisaged:

**Activity 1**. Carrying out a study of needs and gaps in the knowledge of national actors in the field of prevention of radicalization, violent extremism and speech of hatred and exchange of experience with other EU member states through the following activities:

**1.1 Study of needs and gaps** in the education of civil servants, activists from non-public sector and public figures for prevention of radicalization, violent extremism and speech of hatred;

**1.2 Study visit** in EU member state countries to share the experience of other relevant institutions in the education of employees, lecturers and researchers from academic institutions and representatives of NGO’s and discussion of methodology and study content in prevention of radicalization, violent extremism and speech of hatred.

**Activity 2.** Providing trainings of police officers in prevention and detection of radicalism and community policing through the following activities:

**2.1 Adaption of training materials** to specific needs of target groups, development of educational methodology and handbooks in cooperation with the Academy of the Ministry of Interior;**2.2 Trainings of 80 police officers on Community Policing method** in regions with prevailing Roma population.

**2.3 Trainings of 240 police officers on prevention and radicalism detection**, practical part included, using case studies and good European practice. The training will be focused in the field of prevention and counter-radicalization in order to ensure synergy with the project of the Academy of the Ministry of Interior for training of police staff, working in a multi-ethnical field and in the lobby which are part of the of the General Directorate National Police project.

*The training will be for front line police officers, and for other professionals to enhance their skills and competence to recognize early signs of radicalism in its different forms, so that to enable them to use adequate prevention mechanisms and react fast. The purpose is to have more concentrated police activity particularly in the Roma communities living in different regions of Bulgaria with intensive and not so intensive population as a whole*

**Activity 3** Improving the conditions of the reception rooms in police stations with predominantly Roma population through the following activity:

**3.1 Reconstruction and equipment of 20 premises for reception of citizens** in areas with prevailing Roma population in local communities in Sofia, Vidin, Burgas, Varna, Stara Zagora, Montana, Sliven, Plovdiv, Pazardzhik, Berkovitsa, Lom, Yambol. Thus, the representatives of the Roma communities will be listened to and accepted in an environment that will allow a better and more efficient processing of their signals without feeling a difference in the microclimate and furnishings of the receptions. This will support the multi-cultural dialogue between police officers and Roma population and help for better understanding of Roma cultural values.

**Activity 4** Enhancing cooperation between police and Roma society with the aim to raise awareness and prevent radicalisation, violent extremism and hate speech through the following activities:

**4.1 Five nation-wide information and explanation campaigns** on items referring to radicalization, violent extremism and speech of hatred in regions with prevailing Roma population in cooperation with NGO and other institutions involved in the matter. Elaboration and distribution of information materials.

**4.2 Elaboration of lecturing material, as part of the training material under the National Police program “Work of Police in schools”** on subjects related to difference between people, how to behave more tolerantly and not use hate speech when communicating with children from different ethnic communities, against radicalism, etc.

**4.3 Involving different local leaders/mediators** for closer contact inside the community. We shall involve NGO’s.

**4.4 Organising meetings** and lectures with children, their parents for overcoming anti Roma stereotypes and discrimination, working together for Roma community integration.

**4.5 Mutual initiatives of State Agency for Protection of Children and the Police** in schools with more Roma children, for explaining their rights according to Bulgarian and international legislation, how to react on on-line threats and in daily communication associated with ethnic violence and hatred. Elaboration of materials.

**4.6 Organization of a competition for best student’s essay on topic “No to differences**, **Yes to tolerance and integration**”.

The above activities will result in completion of studies/ gap analyses, revision of methodologies, improvement of police work and competence, police reception rooms renovated and equipped and awareness raising.

The implementation of the PDP will contribute to achievement of programme outcome by coordination and dialogue between Police and Roma society aimed to prevent radicalisation, violent extremism and hate speech improved.

1. **Objective, expected outcome(s) and list of outputs**

**Objective:** The project is focused on improvement of the situation of Roma population. The aim of the project is twofold: to increase the capacity of the police in recognition and prevention of radicalisation and to promote community policing in regions with predominately Roma population

**Indicators:**

- Number of Roma reached;

- Trust from the Roma population towards the police.

**Outcome:** Improved coordination and dialogue between police and Roma society to prevent radicalisation, violent extremism and hate speech

**Outputs:**

-a study of needs and gaps carried out

-trainings of police officers in prevention and detection provided

-the conditions of the reception rooms improved

-cooperation between police and Roma society enhanced

**Indicators:**

- Number of police officials trained on prevention and detection of radicalisation, incl. Case studies, best practice and community policing;

- Number of awareness raising campaigns on issues referring to radicalisation, violent extremism and hate speech organised;

- Number of studies of needs and gaps in the education of civil servants, activists from non-public sector and public figures for prevention of radicalisation, violent extremism and hate speech;

- Number of reception rooms at regional police directorates in regions with Roma population renovated.

1. **Information on the project promoter and project partner(s)**

Given the competences and obligations of the GDNP stemming from national and intra-MoI regulations as regards community policing, prevention and counteraction to radicalisation, violent extremism and hate speech, GDNP is pre-defined as project promoter.

As the Project Promoter, GDNP will involve experts from Ministry of Education and Science, State Agency for Protection of Children, Bulgarian Helzinski Committee, the Institute of Psychology at MoI, Association Animus Foundation, Alliance for protection from gender based violence, Amalipe Center Roma organization, Bulgarian lawyers for human rights, Commissions for protection from discrimination, State Agency for Protection of Children, EU member states experts,

The experts from those entities will be involved in all initiatives, except renovation of reception premises. For full realization of the project, we shall involve experts not only from local authorities, but also from NGO’s, which have already proved their skills and have previous experience in dealing with Roma and other local communities as well, and have participated already in different initiatives financed under EU programmes and the Mechanism for European Economic Cooperation.

In the process of execution of the project, we shall also involve persons belonging to Roma communities, who can contribute by serving as a personal example for being successfully integrated in Bulgarian society and have professional and social realization in other EU member state countries or different EU institutions.

1. **Timetable / Milestone plan**

Timetable:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Activity | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 |
| 1.1  Study of needs and gaps in the education of civil servants, activists from non-public sector and public figures for prevention of radicalization, violent extremism and speech of hatred. |  |  | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.2.  Study visit in EU member state countries to share the experience of other relevant institutions in the education of employees, lecturers and researchers from academic institutions and representatives of NGO’s and discussion of methodology and study content in prevention of radicalization, violent extremism and speech of hatred. |  |  |  |  |  |  | **x** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.1  Adaption of training materials to specific needs of target groups, development of educational methodology and handbooks in cooperation with the Academy of the Ministry of Interior; |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.2 Training of 80 police officers on Community Policing method |  |  |  |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.3 Training of 240 police officers on prevention and radicalism detection, practical part included, using case studies and good European practice. |  |  |  |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |  |  |
| 3.1 Reconstruction and equipment of 20 premises for reception of citizens |  |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **X** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.1. Five nation-wide information and explanation campaigns |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | x | **x** |  |  |  |  |  |  |  |  |  |  |
| 4.2. Elaboration of lecturing material, as part of the training material under the National Police program “Work of Police in schools” |  |  |  |  |  |  |  |  |  |  | **x** | x | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.3. Involving different local leaders/mediators for closer contact inside the community |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |
| 4.4. Organising meetings and lectures with children, their parents for overcoming anti Roma stereotypes and discrimination, working together for Roma community integration |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.5.Mutual initiatives of State Agency for Protection of Children and the Police in schools with more Roma children |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |  |  |  |  |
| 4.6. Organization of a competition for best student’s essay on topic “No to differences, Yes to tolerance and integration”. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **x** | **x** | **x** | **x** | **x** |  |  |

Milestone plan:

|  |  |  |
| --- | --- | --- |
| # | Milestone | Expected date of achievement |
| 1 | *Project management team established* | *December 2018* |
| 2 | *Kick-off meeting* | *January 2019* |
| 3 | *Study of needs and gaps in the education of civil servants, activists from non-public sector and public figures for prevention of radicalization, violent extremism and speech of hatred completed* | *December 2019* |
| 4 | *Adaption of training material.* | *May 2019* |
| 5 | *Public procurement for training of 240 police officers on prevention and radicalism detection and Community Policing method completed* | *November 2019* |
| 6 | *Contracts for carrying out trainings signed* | *December 2019* |
| 7 | *Trainings for all police officers and other professionals carried out* | *May 2020* |
| 8 | *Public procurement procedure for reconstruction and equipment of 20 premises for reception of citizens completed* | *December 2019* |
| 9 | *Contracts for carrying our repair works and for delivery of equipment signed* | *January 2020* |
| 10 | *20 premises for reception of citizens renovated and equipped* | *October 2020* |
| 11 | *Five nation-wide information and explanation campaigns carried out* | *January 2021* |
| 12 | *Lecturing material, as part of the training material under the National Police program “Work of Police in schools” elaborated* | *February 2020* |
| 13 | *Different local leaders/mediators for closer contact inside the community involved* | *April 2021* |
| 14 | *Meetings and lectures with children, their parents for overcoming anti Roma stereotypes and discrimination carried out* | *August 2020* |
| 15 | *Mutual initiatives of State Agency for Protection of Children and the Police in schools with more Roma children realized* | *April 2021* |
| 16 | *Competition for best student’s essay on topic “No to differences, Yes to tolerance and integration” realized.* | *September 2021* |
| 17 | *Closing the project* | *December 2021* |

1. **Budget (See example in the excel Annex I Budget per output/activity)**

Enclosed. The percentage of soft measures in the total budget of the project is 51%.

1. As relevant, any further information on special provisions for the pre-defined project based on PA specific concerns, special concerns in the MoUs or donor comments.

The project shall contribute to the improvement of the situation for the Roma population.

**PDP12**

|  |  |
| --- | --- |
| Project title: | *Awareness raising of local communities in areas with significant share of Roma population on asylum and migration issues* |
| *Project Promoter:* | *International Organisation for Migration* |
| *Project Partner(s):* |  |
| *Donor project partner(s):* | *N/A* |
| *Total maximum eligible project cost:* | *€680 000* |
| *Project grant rate:* | *100%* |
| *Project grant amount:* | *€680 000* |
| *Estimated duration:* | *48 months* |

1. **Project summary**

The PDP aims at addressing two main groups of challenges faced by Roma population in Bulgaria:

-Limited knowledge on the asylum and migration issues such as smuggling, trafficking, selling fake address registrations, labour exploitation and other pertinent challenges related to migration in the EU/EEA which put Roma population in a vulnerable situation and at increased danger of abuse.

-Roma face a significant risk of crime violations and engagement in illegal activities due to their overall impoverished and disadvantaged situation in Bulgaria.

As Roma are a high-risk group to crimes, exploitation and abuse, the PDP envisages developing and piloting a prevention campaign related to migration both in Bulgaria and other EU/EEA countries to include more information on the topics of mobility, asylum and migration and the legal framework in the EU/EAA from a two-fold perspective – engaging in smuggling networks in Bulgaria and falling victim to similar networks abroad.

Such prevention measures targeting engagement in criminal activities related to migration can be further used by the social and municipal services and CSOs at local level in their daily work with their Roma clients.

This pilot initiative will start a discussion with selected communities with high percentage of Roma population on migration and asylum matters and raise their awareness on the risks and consequences of engaging in illegal practices related to migration.

The PDP results will contribute to Improved knowledge of targeted Roma communities on the asylum and migration legislation and risks of abuse and exploitation in Bulgaria and EU/EEA.

The main activities under the PDP are related to a piloted prevention campaign of criminal activities related to migration in collaboration with local authorities, CSOs and other relevant partners. The information package developed under the PDP will be further used to improve the knowledge of the Roma community in Bulgaria.

The PDP main activities and their expected results are:

**Activity 1.1 Elaboration of a comprehensive analysis/assessment of the situation of the Roma population as regard the migration related issues to better target the topics to be tackled**

A comprehensive needs analysis/assessment of the situation will be performed in the initial stage of the PDP to better target the topics to be tackled and frame the areas of intervention by project activities.

Deliverables under Activity 1.1:

• A comprehensive analysis /assessment carried out

**Activity 1.2 Iimplementation of awareness raising campaigns on legal aspects, rights and responsibilities of asylum seekers and undocumented migrants in Bulgaria covering Roma communities**

On the basis of the analysis carried out under Activity 1.1, awareness raising campaigns will be organized to include information sessions, discussions, workshops and other awareness raising activities at local level engaging Roma, local CSOs and municipalities in selected neighborhoods with significant share of Roma population.

The information raising activities will be supported by information materials, developed, produced and distributed among Roma on the asylum and migration issues mentioned above.

Deliverables under Activity 1.2:

* 3 awareness raising campaigns carried out

**Activity 2.1 Implementation of information sessions, discussions, workshops and other awareness raising activities on legal aspects of working in the EU/EEA, risks and prevention of exploitation, including risks of labour trafficking, conditions for staying and working in EU/EEA; access to social and health services in the EU/EEA**

The content of the information materials will be presented in a simple language and discuss the myths and realities about migration. The materials will be elaborated in close coordination with IOM missions in migration destination countries for the Roma communities, IOM Norway and other relevant organizations. Furthermore, the materials will be shared with the services at local level such as municipal social services, hospitals, police stations, employment offices, etc. for further use and dissemination, etc. Workshops will be organized also for officials from the partner municipalities at local level to discuss their needs, the challenges they face and increase their capacity to inform and support Roma population on the above-mentioned issues.

Deliverables under Activity 2.1:

* 36 information sessions, discussions, workshops and other awareness raising activities carried out
* 6 Roma communities covered by the information sessions are held

IOM provisions to engage via procurement procedure NGOs and/or experts in the implementation of the awareness raising activities under Activity 1.2 and Activity 2.1 , to act as “cultural brokers” and link to the specific target communities. The selection will be based on the proved skills and previous experience in dealing with Roma communities at national level, and successfully participation in EU-funded projects. The engagement of NGOs and/or experts with Roma related experience will ensure the engagement of local communities in the project activities and its sustainability.

1. **Objective, expected outcome(s) and list of outputs**

The prime objective of the PDP is to contribute addressing the limited knowledge of Roma communities in Bulgaria on the asylum and migration issues by 1) raising awareness of Roma communities on migration and asylum issues as regard both the legal aspects, rights and responsibilities of asylum seekers and undocumented migrants in Bulgaria, including the consequences of national legislation violation in respect to asylum and migration matters (i.e. supporting smuggling and/or trafficking networks, providing false addresses for registration of refugees/people on subsidiary protection, etc.); and 2) informing the Roma comunities on the legal aspects of working in the EU/EEA, risks and prevention of exploitation, trafficking, and engaging in smuggling networks on the territory of the EU/EEA, etc.

**Expected PDP outcome 1: Raise awareness of Roma communities on legal aspects, rights and responsibilities of asylum seekers and undocumented migrants in Bulgaria,**

**Outputs:**

* 1. **Comprehensive analysis /assessment carried out – 1.**
  2. **Аwareness raising campaigns carried out – 3.**

**Expected PDP outcome 2: Raise awareness of Roma communities on legal aspects of working in the EU/EEA, risks and prevention of exploitation, including risks of labour trafficking, conditions for staying and working in EU/EEA; access to social and health services in the EU/EEA, etc.**

**Outputs:**

**2.1. Information sessions, discussions, workshops and other awareness raising activities carried out – 36.**

**2.2. Roma communities covered by the information sessions are held – 6.**

The above mentioned PDP objective, outcomes and outputs are related to achievement of the Programme Outcome 3 “Improved situation for the Roma population” and respective outputs defined.

1. **Information on the project promoter and project partner(s)**

Project Promoter of the PDP is International Organization for Migration (IOM).

IOM is the leading international organization working on Asylum and Migration issues in Bulgaria. IOM Bulgaria is a unique partner in that respect and thus pre-defined as project promoter as the organization has gained significant experience and developed valuable partnerships with institutions working with both groups through the years, migrants and Roma, and thus can bridge the two areas and provide needed expertise on the topics of smuggling, human trafficking and exploitation.

IOM has built strong relationships with GoB counterparts that are based on mutual trust and the recognition of IOM’s interventions as a UN agency and day-to-day interaction with key government stakeholders.

Capacity building initiatives and technical assistance have been provided by IOM to the GoB in various matters since 2000 including on asylum and migration and counter trafficking. IOM helps awareness raising and improves conditions within the communities; addresses root causes for migration; conducts prevention and outreach activities; provides equal opportunities for women and children through vocational training; encourages cultural and community activities; stimulates people participation in community life; keeps children in school.

IOM has established partnerships with the MoI, the State Agency for Refugees and a number of municipalities in the regions of Sofia, Pazardjik, Bourgas and/or Haskovo where the project activities will be implemented.

1. **Timetable / Milestone plan**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Activity* | *Month 1* | *Month 2* | *Month 3* | *Month 4* | *Month 5* | *Month 6* | *Month …..* | *Month 48* |
| Elaboration of a comprehensive analysis/assessment of the situation of the Roma population | X | X | X |  |  |  |  |  |
| Design and produce information materials |  |  | X | X | X |  |  |  |
| Iimplementation of awareness raising campaigns on legal aspects, rights and responsibilities of asylum seekers and undocumented migrants in Bulgaria covering Roma communities |  |  |  |  |  | X | X | X |
| Organize Information sessions, discussions, workshops and other awareness raising activities carried out |  |  |  |  |  | X | X | X |

1. **Budget (See example in the excel Annex I Budget per output/activity)**

Please find enclosed in excel. Soft measures envisaged in the project amount to approximately 96%.

1. As relevant, any further information on special provisions for the pre-defined project based on PA specific concerns, special concerns in the MoUs or donor comments.

The project shall contribute to the improvement of the situation for the Roma population.

**PDP13**

|  |  |
| --- | --- |
| **Project title:** | ***Preventing and Combating Corruption*** |
| ***Project Promoter:*** | ***Internal Security Directorate of the Ministry of Interior*** *(ISD-MoI)* |
| ***Project Partner(s):*** | *General Directorate National Police of the Ministry of Interior* |
| ***Donor project partner(s):*** | *N/A* |
| ***Total maximum eligible project cost:*** | *€2 100 000* |
| ***Project grant rate:*** | *100%* |
| ***Project grant amount:*** | *€2 100 000* |
| ***Estimated duration:*** | *36 months* |

1. **Project summary**

Short description of project: the main activities and their expected results, and how these contribute to meeting the objectives for the relevant outcome(s) and output(s), the PA objective and the Grants overall objectives. The description shall include specific information on the pre-defined project’s contribution to the individual targets for the relevant programme outputs.

The PDP is **aimed** at addressing the challenge of corruption that is one of the crucial problems identified for our society.

The project includes the following main activities:

1. ***Enhancing the capacity of ISD for prevention of corruption within the police***

1.1. **Training** of 150 ISD-MoI employees by conducting 12 trainings, 6 seminars, 3 conferences and 12 mobilities to increase their professional competence. They will focus on the following topics: New corruption forms, corruption in the MoI, anti-corruption measures and tactics, anti-corruption measures in the MoI, professional ethics and professional standards. More specifically, the training will include practically oriented themes on: Review of the anticorruption institutional and management practices in the MoI, identification of the gaps; Corruption in the police, including conflict of interest in MoI, New forms of corruption in police officers related to the trafficking of refugees, organized terrorism, illegal transfer of excise goods, etc. The training will be conducting by public procurement procedure. The selection criteria will include long experience in investigating corruption in the police both in the country and in Europe and participation in projects on this issue under EU funded programs. Knowledge of national features, as well as the anti-corruption experience of other countries, and the EU's anti-corruption policy will be another requirement. ISD - MoI is a member of the international network of the European Partners against Corruption (EPAC) whose assistance within its scientific capacity of the International Anti-Corruption Academy may be used. IACA is an international organization, dedicated to overcoming current shortcomings in knowledge and practice in the field of anti-corruption and offering standardized and tailor-made trainings, academic degree programmes, opportunities for dialogue and networking, and anti-corruption think-tank and benchmarking activities. It is an observer at the United Nations General Assembly, GRECO, ECOSOC and the International Organization for Migration.

1.2. **Development of the existing whistle-blowing mechanism** - **Anonymous Open Line** for handling of corruption cases within the police - using newly developed software, facilitating access for submission of signals, increasing the speed of distribution and processing of received signals, the possibility of feedback, ensuring protection of whistle-blowers. This will lead to enhancing the transparency of the anti-corruption activities.

1.3. **Increasing the efficiency and effectiveness of management** by developing new software for internal databases, automated analysis and monitoring.

**2.** ***Elaboration of methodology and tools for and introduction anti-corruption measures and operational tactics in the MoI*** as: professional integrity tests of MoI employees, polyphysiographic studies, automated monitoring of social networks. Methodology for conducting integrity tests will be developed and applied to 1 500 MoI employees. The anticorruption measures applied in other countries should been studied and will be considered. However, the elaboration and application of the Methodology under the current PDP will mainly comply with the specifics of national legal framework and corruption environment.

As stated by the European Commission in the Anti-Corruption Report 2014 that "the problems of tackling corruption are the sole responsibility of the Member States". The ISD-MoI possesses sufficient capacity to carry out the proposed measures considering and following the priorities set in the Integrated Strategy for Preventing and Countering Corruption and Organized Crime, Concept of Prevention and Combating Corruption in the Ministry of Interior 2016 - 2020 and Annual Action Plans.

**3.*****Delivery of a technical equipment*** - 4 types of specialized software, 80 relevant modern pieces of equipment and 160 specialised technical devices for supporting the implementation of anti-corruption measures and ensuring implementation of ISD-MoI tasks related to management, coordination, operational criminal analysis, monitoring and evaluation through IT-based technologies as follows:

- Technical assurance of Integrity Tests: specialized software, hidden surveillance and fixation equipment; CCTV equipment; Audio and video recorders devices,, thermal imagers cameras, GPS trackers, video recorders, sound recording system, encryption/ coding communication equipment; Tactical equipment, a land-based transport and surveillance platform, equipped and adapted for monitoring, communication and operational purposes;

- Technical support of polyphysiographic study: specialized software for polyphysiographic study; Specialized polyphysiographic equipment;

- Technical provision of automated social network monitoring: specialized software for monitoring of the Internet space and subsequent automated analysis of the received information; Hardware to ensure system performance; Registration and analysis techniques - computer configurations corresponding to software and printers;

- Specialised software for management and coordination, for operational criminal analysis and monitoring and evaluation, and equipment for it - a registration and analysis preparation technique and IT equipment corresponding to the functions of the software.

In general, the inclusion of the present PDB, which supports the efforts of the competent national authorities, will significantly contribute to improving the capacity of law enforcement authorities to fight crime and related corruption, which are becoming more mobile and cross-border, as well as to strengthen national and European security. The efforts and means of this protection should beеn shared by European countries. Prevention and fight against corruption is a priority for the EU and Bulgaria, and requires constant development of competences and capabilities of the responsible authorities. Bulgaria has undertaken important steps in fighting corruption, although challenges in that area still remain. As it is noted in the CVM Progress Report major challenges still persist in terms of implementation of the National strategy for preventing and counteracting corruption 2015-2020. To become more effective in their actions and deliver concrete results, the Bulgarian competent authorities need to increase their capacity and develop their knowledge and skills.

*Activities of the project partner – National Police General Directorate*

***4. Training of 70 police officers, working in the field of counteraction to corruption***

***5. Study visit to EU member state for sharing best European practices and experience***

***6. Delivery of IT equipment and software***

It is necessary to enhance administrative capacity of police officers of GDNP in order to fight corruption. With this regard National Police experts should be introduced with best European practices and international expertise to fight against this field of crime and to have ensured more technical equipment, to correspond to their specific needs. This will be done through trainings by foreign experts and carrying out two study visits to a EU member state.

The trainings will focus on the main themes: Current health problems in the field of healthcare leading to committing of health-related crimes involving corrupt actions; Investigation of unlawful acts, with a corrupt motive in the field of public procurement, Countering corruption crimes in the field of public administration /renting of state and municipal property; collection of duties, taxes and fees; in concession-granting procedures; in procedures for licensing and permission giving activities, etc. For their implementation will be invited representatives of the Ministry of Justice, control bodies of the Ministry of Health, audit institutions, control bodies of the Customs Agency and foreign experts.

Securing of funding for technical equipment of police officers of GDNP to fight corruption on judicial and executive level includes computer configurations with technical characteristics, untypical extension files, specific software or net traffic log files, data extraction from carriers or devices, supporting software for scripting and decrypting of passwords, extraction of data and data storage from computer systems and nets, Microsoft licensed operational system and Linux; licensed antivirus programs, range extender wireless, printers.

1. **Objective, expected outcome(s) and list of outputs**

|  |  |  |
| --- | --- | --- |
| Objective | Outcome | Outputs |
| Improving law enforcement capacity to fight crime and related corruption | Enhanced administrative capacity of ISD for prevention and counteraction of corruption within the police and whistle blower mechanism improved | 12 trainings, 6 seminars, 3 conferences and 12 mobilities;  review |
| Anonymous Open Line for corruption cases modernised |
| Increased efficiency and effectiveness of management |
| Training provided to GDNP for prevention of corruption in other state institutions | Training of 70 police officers, working in the field of counteraction to corruption.  Study visit to EU member state for sharing best European practices and experience |
| Introduction of anti-corruption measures | Improved integrity within police | Methodology for conducting integrity tests and evaluation methodology developed |
| Methodology for polyphysiographic study and assessment developed |
| Social Network Monitoring Concept developed |
| Technical Support for the Implementation of Anti-Corruption Measures | Technical capacity for prevention and investigation of corruption within the police of ISD enhanced | Developed, delivered and installed software, hardware,  equipment |
| Enhanced technical capacity provided to GDNP for prevention of corruption in other state institutions | Delivery of IT equipment and software for GDNP |

1. **Information on the project promoter and project partner(s)**

According to the Ministry of Interior Act, the Internal Security Directorate /ISD/ is a MoI structure for operational-search, information-analytical and organizational activities on the prevention, forestall, crossing and detection of crimes committed by Ministry officials. It is a police body and its state officials are operational-search authorities.

ISD is the MoI structure that coordinates and manages the overall activity at national level in the fight against fraud, corruption, including the protection of the financial interests of the Union, etc. crimes committed by ministry officials, as well as participating in the elaboration of the legal framework of the Republic of Bulgaria in this field. ISD bodies prevent, intercept, investigate and disclose crimes committed by MoI staff; Perform preventive activities. They conduct a series of clear and secret actions to counteract crime and threats to national security and public order.

The Directorate develops good international cooperation. It is a member of the international organization European Partners Against Corruption and the European Network of Contact Points Against Corruption. It is the initiator and a leader of the established Network for Regional Enhanced Cooperation of the Internal Security Units - NERCISU, which is currently Bulgaria, Romania, Serbia, FYR Macedonia and Greece. It is a platform for enhanced operational information exchange and operational cooperation.

Internal Security Directorate - MoI maintains good partnership relations with the representatives of security forces of People's Republic of China, Great Britain, Germany and the United States, on the basis of which an exchange of employees and participations in international seminars and trainings carried out.

The National Police General Directorate (GDNP) - MoI as a project partner is responsible for counteraction of corruption in other state institutions. It is a competent authority in combating the corruption practices.

They also deal with identification and tracking of capital, movable and immovable property acquired through corruption crime.

According to Bulgarian legislation, the directorate is also authorized to carry out investigative, information and organizational activities to prevent, intercept and detect corruption offenses committed by officials of the executive and the judiciary, including those working with EU funds. The directorate also observes operative - search measures for identification and tracking of capital, movable and immovable property acquired by corruption crimes. The officers within the sector also provide methodological support, supervision of the structural units of Metropolitan Police Directorate and the Regional Directorates at the Ministry of Interior

1. **Timetable / Milestone plan**

|  |  |  |
| --- | --- | --- |
| **Main activities** | **Duration**  **/months/** | **Period**  **/months/** |
| **Trainings, seminars, conferences, mobility** | 18 | 1 – 18 |
| **Development of the existing whistle-blowing mechanism** | 6 | 6 – 12 |
| **Increasing the efficiency and effectiveness of management** | 8 | 10 – 18 |
| **Elaboration of methodology and tools for and introduction anti-corruption measures and operational tactics in the MoI** | 21 | 12 – 33 |
| **Delivery of technical equipment** | 20 | 10-30 |
| **Reporting** | 2 | 34-36 |

1. **Budget (See example in the excel Annex I Budget per output/activity)**

Please find enclosed in excel. The percentage of soft measures in the total budget of the project shall be at least 30%.

1. As relevant, any further information on special provisions for the pre-defined project based on PA specific concerns, special concerns in the MoUs or donor comments.

Special concern shall be given to the prevention and combating of corruption within the police.

**PDP14**

|  |  |
| --- | --- |
| Project title: | *Enhanced capacities of Bulgarian authorities to recover and manage criminal assets* |
| *Project Promoter:* | ***CCCIAF*** |
| *Project Partner(s):* | *N /A* |
| *Donor project partner(s):* | *N/A* |
| *Total maximum eligible project cost:* | *600 000 €* |
| *Project grant rate:* | *100%* |
| *Project grant amount:* | *600 000 €* |
| *Estimated duration:* | *36 months* |

**Project summary**

**I. Rationale**

Economic and organized crime, corruption and money laundering pose serious threats to the countries in South East Europe and beyond the region. They undermine public trust in the rule of law and the institutions of governance and ultimately weaken civil society, the protection of human rights and the prospect for economic development.

Bulgaria currently faces a number of pressing challenges in enhancing enforcement frameworks dedicated to the fight against corruption and economic crime. **In January the Bulgarian government adopted a completely new piece of anti-corruption legislation** which led to the unification of the state authorities designated to tackle corruption, economic crime and conflict of interest into a single independent body – the Commission for combating corruption and illegal assets forfeiture (CCCIAF). The philosophy of the major legislative and structural reshuffling was that the efforts of the sectoral law-enforcement agencies, even where strong will is present, remain fragmented and do not provide the expected results. This led to the creation of a complete new body with extended powers and a set of multi-disciplinary functions which eventually would provide the needed cross-cutting actions that would result in an effective anti-corruption and asset recovery system.

Strengthening the systems for combating corruption, tracing, seizing and forfeiting proceeds of crime, is a matter of urgency and one of the crucial steps towards the implementation of Bulgaria's priority and that is, preventing and combating organized crime and corruption, reinstating justice and compensating the victims of crime.

The adoption of the New Law introduces significant changes to the Аnti-corruption and Asset Recovery System of Bulgaria, which in turn poses challenges in terms of the practical implementation of the provisions by the institutions concerned. This requires an effort to build up capacity based on previous experience, especially in the process of setting up the two new government institutions envisioned by the Law – the CCCIAF (already taken place but the process of optimizing CCCIAF structure is still ongoing. The CCCIAF will be charged with the functions for managing seized assets. Therefore Bulgaria faces the complex challenge of creating from scratch an efficient and transparent system of asset management in rather tight timeframes.

Tackling corruption and recovering assets is politicized domestically to a significant degree, which may impede the consistent implementation of adopted measures in the long term. Therefore broader outreach to the various government and non-government stakeholders, as well as the general public is needed, in order to ensure wider support and acceptance of the measures, and increase the understanding of respective roles of various actors involved in the new anti-corruption and asset recovery regime.

The Commission continues to face difficulties in terms of interagency information exchange, which affect the work process and slow down the exchange of information. This concerns a range of institutions, e.g. the commercial banks, the Patent Office, and others while waiting to obtain written communications and confirmations instead of having free access to the respective databases as required for the effective functioning of the Commission.

There is a clear need to further strengthen Commission staff capacities to be able to conduct thorough and in-depth investigations and to communicate and coordinate internationally, by undertaking networking activities with key regional and international counterparts and by professional exchange in the area of tackling corruption, legal matters, financial investigations and asset recovery, the latter reaching also to target groups of CCCIAF to enhance their capacities as well.

CCCIAF has previously allocated funds through the NFM/EEA grants for conducting trainings in cooperation with the Council of Europe and their expert network, workshops, technical and IT required resources like teleconference system, including network server and other network products, desktops, laptops, communications and other equipment.

Furthermore, certain funds have been allotted in the project’s budget to cover for a **Feasibility Study Report** to review and assess CCCIAF’s needs for the intended acquisition of hardware/software equipment and come up with conclusions for each specific subject, included in the budget. Based on the results of the feasibility study and if a purchasing option is followed in return, CCCIAF will be in a position to proceed with a Tender procedure in line with the regulation concerning the source of funds provided, supported by Terms of Reference, for those items that might necessarily demand these supporting tools.

CCCIAF’s technical resource needs include for example:

* Improving/enabling/expanding its security communications infrastructure by additional network components for encryption (both software and hardware defined) and TEMPEST or other hardware devices, which will facilitate the communication range of the Commission in an appropriate manner in order to keep safe information flow of the sensitive data, that CCCIAF is working with.
* Data storage, like servers and other data center equipment, will give extra power to CCCIAF’s staff - asset recovery experts and IT specialists, to use the data and gain efficiency and control, by eliminate costly devices, free up resources, and simplify operations using a single software-defined infrastructure for physical, virtual, and containerized workloads, dramatically improving overall efficiency throughout CCCIAF.
* Cyber security solution, that involves collecting information on cybercrime from a wide array of public, private and open sources, and then processing and analyzing that information will help building knowledge, know-how and updates to enhance the fight against cybercrime, aiming at unlawful acquisition of sensitive information.
* Computing power, combine with software applications for data analysis will provide access to a wide range of disparate data sources for comprehensive, efficient and speedy production of actionable intelligence, accelerating the investigation processes and enabling CCCIAF’s staff to turn critical data into actionable insights in real time
* Office/ hardware equipment will ensure sustainable capacity enhancement of CCCIAF.

All of these technical components will *inter alia* be an integral part of a more solid anti-corruption and asset recovery system for the future.

CCCIAF has also taken into account in the project budget annual maintenance costs for certain planned new equipment through the project grant, while the same costs will still be supported with the help of the State’s Central Budget transfers to CIAF beyond the project’s lifetime.

The planned hardware/equipment activities and related purchased item groups, and the euro amounts behind them, might undergo internal reallocations of the costs among the separate sorts of equipment and/or overall revision. That is: the break-down of the costs between the hard measures components, as presented in the project budget files, should be viewed more as being of a provisional character. Conversely, by the time CCCIAF steps in to make actual purchases of the products, the Commission will explore the opportunity, if that’s permissible, to shift portions of the separate sorts of equipment costs among themselves, i.e. shrinking the cost of one sort of equipment for the benefit of other sort/sorts of equipment cost. All these developments might take place to meet technical needs of CCCIAF, updated to the actual timing of the purchase and/or newly emerging industry/product trends, and thus achieve desired effects. Nevertheless, the Commission shall not be obliged to actually buy any of the pre-planned hardware/equipment items which have been included in the present project documentation, or if the Commission proceeds to buying any of the units, it will be free to do so separately from the project. Equipment/ hardware/ IT/ Communications/ machines/ devices and similar other are to a degree interchangeably used as terms in the present project description and all they refer to Art. 8.3, par. 1(c) of the Regulation on the Implementation of the Norwegian Financial Mechanism 2014 - 2021 and the products that are presented as planned for purchasing by the Project Promoter, incl. intrinsic to them supporting services, e.g. maintenance.

CCCIAF stands by the notion that all IT/equipment items that the Commission plans to purchase under Outcome 2 clearly qualify as integral components of a desired future system, and not temporary tools to achieve a project outcome for the short-term. The essence here is: being themselves integral components, these IT/equipment items are inextricable from the desired final system, i.e. they are building blocks of the system. If they were just tools to achieve a certain desired outcome by supporting the implementation of one or more project activities, these temporary tools would not be necessary afterward, once they have played out their auxiliary role and the project is over. In such settings they would be reallocated to other projects/activities or just retired. But now CCCIAF has selected items which will compose Outcome 2, i.e. the improved System, and they will remain so for the years to come. On the other hand, our temporary means to achieve our goal to build-up/strengthen the asset recovery system, and in particular: accomplishing Outcome 2, are different: preliminary product budgeting as part of the project application, following feasibility study once the project starts, terms of reference drafting, public procurement procedures, delivery of trainings. Outcome 2 is set so that the planned equipment components are integral to it and sustain it for the future to perform and deliver. The bottom line is that the planned equipment do not serve the occurrence of some one-time-limited event but they are rather meant to sustain a lasting setup, a horizon that extends well beyond the narrow implementation period of the project, whose objective is about the long-term, and they are having fundamental effect to the project objective as being an integral part of it.

Outcome 2 has been scheduled to be completed in the relatively earlier periods of the project’s duration. Unforeseen delays to complete the purchases and a lack of full cost eligibility treatment would make less sense to CCCIAF to buy the equipment under the auspices of the project. For all many reasons, the waver mentioned already is of exceptional importance.

**II. Target institutions and target groups**

The Project would aim to produce effects for following target institutions/target groups:

1. ***Commission for Combating Corruption and Illegal Assets Forfeiture (CCCIAF)***

The Project will enhance the capacities of staff of the CCCIAF to conduct anti-corruption investigations and to trace criminal assets, in particular in cross-border cases; it will develop the international counterpart networks available to the CCCIAF to pursue confiscations abroad and participate in joint investigative teams. It will also allow the CCCIAF to effectively cooperate bilaterally with foreign authorities by forfeiting assets on behalf of their counterparts. Furthermore, the project will improve the knowledge and skills of CCCIAF staff in core areas of legal knowledge, and enhance the IT infrastructure of the Commission.

2. Staff from ***law enforcement and prosecutorial authorities*** will benefit from involvement in trainings on anti-corruption and asset recovery in order to enhance the interagency cooperation component for acquisitive crime investigations and prosecutions. Law enforcement and SANS staff will also benefit from open-source intelligence and covert on-line training.

**III.** **Activities**

1. ***Regional Platform on Asset recovery*** – organized in Bulgaria with guest countries predominantly from the Southeastern Europe/Balkan region. Networking, knowledge sharing, discussions on dealing with cross-border asset recovery cases to promote and expand co-operation among the countries in this aspect. Establishing a regional network could be very beneficial and effective, especially considering the commonalities between the countries in the region.
2. ***Specialized trainings and seminars for CCCIAF inspectors on***:

* ***Legal Entities Analysis/Dissection*** - banking, taxation, assets/property and other information pertaining to companies having explicit or implicit connection to criminal funds. Mastering the knowledge and skills how to handle the collected evidence and bring the analysis to effective findings, inferences and legal arguments for litigation purposes.
* ***Financial investigations/ asset tracing techniques and typologies*** by local professionals who are well familiar with the specific aspects which characterize the local Bulgarian environment.
* ***Legal matters like Civil, Commercial and Property Law, as well as Civil litigation*** in order to stay aware of the current environment and benefit from bringing up to date their knowledge in such core areas.
* ***Open source intelligence data acquisition*** – integral part of modern asset recovery in order to pinpoint cyber actions, leading to accumulating illicit wealth.
* ***Software applications for data analysis*** - comprehensive, efficient and speedy production of actionable intelligence, accelerating the investigation processes and enabling CCCIAF’s staff to turn critical data into actionable insights in real time.

1. ***Specifically designated curriculum in cooperation with the Bulgarian Universities***. The combination of academic and practical trainings will ensure an enriched mix of theoretical knowledge, investigative techniques and the current intricacies of the Bulgarian and International legislative framework in the field of Asset Recovery and International cooperation.
2. ***Certified training by authorities and specialists from USA*** - gaining valuable knowledge, strategic know-how and established work practices by authorities with years of practice and higher resources available. Alternatively, if such trainings abroad become impossibility at the time of the project implementation, for whatever reasons, CCCIAF will invite those experts to take part in the seminar trainings in Bulgaria.
3. ***Workshops with domestic institutions on current challenges and setbacks hindering co-operation*** - the purpose is to continue with the extremely useful regular seminars and events, which provide the Bulgarian authorities(relevant national law-enforcement agencies and the Judiciary) with the opportunity to meet and experience the latest developments. Also the opportunity for networking shouldn’t be underestimated. Trainers will be brought in from among the many foreign contacts of CIAF - Asset Recovery Offices (ARO) of different countries, the CARIN network, EUROPOL, the European Commission, or recommended by the Council of Europe, on a case by case basis and as per availability.
4. ***Certified trainings courses on effective management of forfeited/seized assets, provided by foreign experts –*** good practices on effective asset management, management of companies and legal entities, disposing of assets, management of digital assets.
5. ***Soft skills*** – ***specialized courses in Microsoft Office solution***s like Excel, Word and Power point. Such proficiency is a must for CCCIAF staff who needs to harness the power of such applications in their everyday job activities by mastering the applications functionality to a considerably higher degree.

**IV. Objective, expected outcome(s) and list of outputs**

**Expected Outcome 1:**

**Enhanced capacities of Bulgarian authorities to recover and manage criminal assets**

|  |  |  |  |
| --- | --- | --- | --- |
| № | Outputs | Deliverables/KPIs | Notes |
| **1.1** | Capacity-building and training (1) for CCCIAF on asset tracing techniques (2), typologies with the involvement of law enforcement agencies and prosecutors. CCCIAF training on legal and economic aspects in the field of asset recovery and management | - Training courses  - Curricula(3),  - On-site expert mentoring and standard operating procedures for open-course intelligence | **1.** including through establishing permanent courses with Bulgarian Universities  **2.** including open-source intelligence  **3.** including training the trainers |
| **1.2** | Networking with foreign homologue institutions, development of bilateral and multilateral agreements and arrangements for cross-border information exchange, joint investigative teams, and confiscated asset partitioning (4) and exchange of good practices | - International conferences,  - Study visits,  - Bilateral and multilateral MOUs and agreements | **4. incl.** sharing |
| **1.3** | Assessing the asset management framework and design of procedural solutions to increase asset management effectiveness | - Assessment reports,  - Draft procedural proposals and guideliness |  |

**Expected Outcome 2:**

**Technical capabilities of the CCCIAF (upgrading of IT infrastructure, establishing secure communication channels and cybersecurity system improvement)**

|  |  |  |  |
| --- | --- | --- | --- |
| № | Output | Deliverables/KPIs | Notes |
| **2.1** | Improving the technical capabilities of the CIAF, in particular upgrading of IT infrastructure, enhancing communications channels, analytical and cybersecurity systems | - Hardware  - Software  procured and installed |  |
| **2.2** | Open source intelligence (OSINT) training for SANS staff and OSINT guidelines for integration into analytical and investigative process | - Trainings  - Guideliness  - Acquisition of Software/Hardware  equipment |  |
| **2.3** | Trainings on metadata analysis and gaining specific knowledge of working with the software applications | * Trainings |  |

**V. Timetable / Milestone**

|  |  |  |
| --- | --- | --- |
| № of Activity from the Budget | Name of Activity | Planned timing :  (36 months =  12 Quarters)  Q1, Q2, Q3, Q4, …-Q12 |
| Activity 1 | "Specialized training for CIAF on legal entities analysis/dissection" | **Q6** |
| Activity 2 | "A training event by local professionals for all CIAF inspectors on financial investigations/asset tracing techniques and typologies" | **Q11** |
| Activity 3 | "Seminar oriented training on the same topics as found under Activity 1.1.2., including open source intelligence, available to CIAF provided by foreign experts. A second training with experts from the USA is possible" | **Q5;Q12** |
| Activity 4 | "Certified training by USA authorities on asset recovery based in USA" | **Q11** |
| Activity 5 | "Civil, Commercial, Property Law and Civil Litigation courses for CIAF inspectors with attorney profile" | **Q7** |
| Activity 6 | "Two workshops with domestic institutions on current challenges and setbacks hindering co-operation" | **Q4;Q10** |
| Activity 7 | "Special trainings courses (2 events) on effective management of forfeited/seized assets, provided by foreign experts" | **Q9** |
| Activity 8 | "Visits to foreign countries for familiarizing with good practices and asset management models" | **Q8** |
| Activity 9 | "Regional Platform on Asset Recovery with guest countries mainly from SEE/Balkans – networking, knowledge sharing, co-operation on cross-border cases. Two organized events planned | **Q6; Q12** |
| Activity 10 | Microsoft Office training courses | **Q3** |
| Activity 12 - | "Software and hardware procured and installed | **Q4** |
|  | Feasibility report on the need for IT/Technical(hard measures) needs | **Q2** |

**VI. Complimentary funding and previous experience**

The Project on Asset Recovery in Bulgaria, carried out from November 2014 to December 2016 under the Norway Grants cycle 2009-2014 (funded by NFM in the amount of approximately 1 million Euro);

**AS AN APPLICANT**

Home/2010/ISEC/AG/, Programme: Prevention of and fight against crime; Project title: Camden Asset Recovery Inter-Agency Network (CARIN) Annual Conference and Plenary Meeting 2011; role: applicant; the project has been awarded – total value: 221.583,00 euro; partners: Comisarion General de Policia Judicial, Spain and National Bureau of Investigation, Economic Crime Division, Hungary.

**AS A PARTNER**

1. Twinning Light Project, DG Justice, Freedom and Security Unit F4: Financial Support – Security; Phare Programme - Project title: BG/2005/IB/GH/08/UE/TWL “Strengthening the investigation capacity of CEPACA”; role: partner; the project has been awarded; total value: 230.598,30 euro, duration – 6 months; implementing agency: the Central Finance and Control Unit (CFCU) in the Ministry of Finance; partner: United Kingdom.
2. Support to Anti-Money laundering and financial investigation IPA 2009, IPA 2009 (2009/021-642), Twinning Project AL-2009-IB-JH-03; project title: “Support to Anti-Money Laundering and Financial Crimes Investigations Structures”; beneficiary country: Albania; Senior partner project leader - Spain, Junior partner project leader - Bulgaria, the project has been awarded - total value: 1.500.000 euro;
3. Programme: Prevention of and fight against crime; DG Justice, Freedom and Security; Project title: JLS/2009/ISEC/AG/197 “Sharing Alternative Practices for the Utilisation of Confiscated Criminal Assets”; role: partner; the project has been awarded; total value: 208.020,00 euro, duration – 1 year; applicant: Provincia di Caserta – Italy.
4. Prevention of and fight against crime; DG Justice, Freedom and Security; Project title: JLS/2010/ISEC/FPA “SIENA Project Bulgaria” (SIENA-Pro-BG); role: partner; the project has been awarded; total value: 300.000,00 euro; duration: 6 months; applicant: Ministry of Interior of Republic of Bulgaria.
5. HOME/2012/ISEC/AG/FINEC PROGRAMME "Prevention of and fight against crime" Targeted call for proposals Financial and economic crime - FINEC, Action Grants 2012, project title: “European college of financial investigations and financial criminal analysis” (CEIFAC), role: partner; the project has been awarded; total value: 785.878,03 euro; applicant: University of Strasbourg.
6. Twinning project (reference number BG/07/IB/JH/01) related to strengthening police capacity in the area of combating drugs traffic at domestic and regional level; partners: Ministry of Interior, General Directorate “Fight against organized crime”, Republic of Bulgaria and Spanish National Police.
7. Centre of Excellence in Asset Recovery and Training (CEART) focused on proceeds of crime recovery and management, specifically the implementation of European Council Decision 2007/845/JHA obliging each EU Member State to put in place mechanisms to ensure cooperation between Asset Recovery Offices; applicant: Spanish National Police in cooperation with “Rey Juan Carlos University”, Europol and AROs of Belgium, Hungary, Poland and United Kingdom (Scotland).