



# **Annual Programme Report No.1 Norway Grants 2009-2014**

**Programme CZ13 – Domestic and Gender-based  
Violence & Mainstreaming Gender Equality and  
Promoting Work-Life Balance**

**Reporting period: 1 February 2013 – 31 December 2013**

**Programme Operator: Ministry of Finance**

**Programme Partner: ---**

**Donor Programme Partner: ---**

Content:

1. Executive summary .....	2
2. Programme area specific developments .....	3
3. Reporting on Programme outcome .....	3
3.1. Progress on horizontal concerns.....	4
4. Reporting on outputs .....	4
5. Project selection.....	5
6. Progress of bilateral relations .....	5
6.1. Complementary action.....	6
7. Monitoring.....	6
8. Need for adjustments.....	7
9. Risk management.....	7
10. Information and publicity.....	7
11. Cross cutting issues .....	8
12. Attachments to the Annual Programme Report.....	9

## 1. Executive summary

The CZ13 Programme is aimed at promotion of equal opportunities of women and men, at issues of domestic violence as one of the forms of gender-based violence, and support of the balance between work and private life. Its content is relevant to crucial themes in the area of enforcing equal opportunities of women and men at the international level (promoted by the UN, the Council of Europe, the European Union) and in the Czech Republic as well.

The issues of domestic violence and the balance between work and private life are included in the Programme areas no. 28 and 29 of the EEA/Norway grants, which have been connected to the joint Programme Area pursuant to the Memorandum of Understanding signed between the Kingdom of Norway and the Czech Republic. The CZ13 Programme provides synergy to the CZ12 Programme focused on the support of various entities within an open call and small grant scheme under these two Programme areas, too, which Operator is an external subject selected in a tender – Open Society Foundation Prague.

The CZ13 Programme is operated by the Ministry of Finance. The Programme has no Donor Programme Partner.

In the reported period (i.e. 2013) the preparatory phase has been completed. The Programme was approved on 1 February 2013 and the Programme Agreement was signed on 31 October 2013. In the meantime, detailed adjustments have been done in the Programme documents, including updates and qualified explanations to requests for additional information (RAI) from the FMO. - There will be no open call for projects submission as the Programme consists of only one pre-defined project (PDP) whose Project Promoter is the Section of the Deputy Minister for Social Inclusion and Equal Opportunities of the Ministry of Labour and Social Affairs - MoLSA. In mid December 2013 the MoLSA has been addressed to submit directly the PDP proposal via the PO's CEDR IT system for assessment.

The CZ13 Programme sets **two main outcomes**, the domestic violence prevention and reduction and improvement of balance between work and private life.

The Programme includes strong cross cutting principles as well as bilateral aspects. The PDP Promoter established partnership with a Norwegian partner - the NGO **Alternative til Vold (Alternative to Violence)**, which will act as a consultant within the PA 29. Furthermore, the Programme contains funds for support of bilateral activities (Bilateral fund at programme level, measure "B") - the funds shall be used starting with the PDP launch. Up to now, the Promoter utilized the funds from the Bilateral fund at national level (to cover a joint visit of the Project Promoter together with the Norwegian project partner at the 57<sup>th</sup> Commission on the Status of Women session in New York, March 2013).

The Programme publicity is ensured preferably via a central website [www.eeagrants.cz](http://www.eeagrants.cz) / [www.norwaygrants.cz](http://www.norwaygrants.cz) for the EEA/Norway Grants 2009-2014 operated by the Programme Operator and accessible in links from the MoLSA's website, on social networks etc.

The launch conference of the Programme will be held together with commencement of the PDP in 1Q 2014.

The Risk analysis of the Programme is well prepared although no essential risks are identified nor presumed.

## 2. Programme area specific developments

The below described strategies, policies, institutions and bodies, relevant to the Programme goals (promotion of equal opportunities of women and men, domestic violence, and support of balance between work and private life) were established as mentioned in the FPP and in its updates, and they provide the background to the Programme:

As to **national** strategies, the *Priorities and Policies of the Government in Promoting Equal Opportunities for Women and Men* create an action plan for equal opportunities of women and men annually approved by the Government as a basic conceptual document in the area of equal opportunities of women and men in the Czech Republic. The latest *Priorities* (for the years 2013 and 2014) were approved by the Resolution of the Government of the Czech Republic No. 348 of 15 May 2013 and are focused on promoting work-life balance and institutional provision of ensuring equal opportunities of women and men.

The Government of the Czech Republic committed itself to prevent violence against women within the *Policy Statement from the Government of the Czech Republic* of 4 August 2010 (chapter "Internal state security" and "Justice").

Regarding the fight against domestic violence, in 2011 the *National Action Plan for the Prevention of Domestic Violence for the Years 2011 – 2014 ("NAP")* was adopted by the Resolution of the Government of the Czech Republic No. 262 of 13 April 2011. The implementation period of the NAP expires in 2014. The CZ13 Programme will contribute to evaluation of the NAP implementation and to preparation of follow-up activities for next period (a next action plan, in particular).

The Government of the Czech Republic is supported by advisory bodies in various areas of social interest - since 2001 the *Government Council for Equal Opportunities for Women and Men* is a permanent advisory body in the area of creating equal opportunities for women and men. The Council established the *Committee for the Prevention of Domestic Violence*, which is its working body, for the purpose of deeper and more intense discussion about domestic violence. The Council deals also with issues of balance between work and private life. On this issue, the Council also set up a working body, the *Committee for the Reconciliation of Professional, Private and Family Life*.

The **international** context described in the Programme proposal remains the same - the UN, the European Union and the Council of Europe continuously cope with activities in this area.

The NAP also provides for the implementation of some of the measures which are expected in the Council of Europe Convention on preventing and combating violence against women and domestic violence - raising awareness of domestic violence and violence against women, support for research in the area of domestic violence and violence against women and support of a training and education of staff who in their work come into contact with victims or perpetrators of domestic violence.

Following the strategy Europe 2020, the Governmental Committee for the EU adopted a document titled the *National Reform Programme of the Czech Republic 2013*. In the field of gender equality the National Reform Programme aims to increase the employment rate of women (aged 20 – 64 years) to 65% and to support work-life balance by increasing the availability of childcare facilities.

## 3. Reporting on Programme outcome

The Programme is focused on two main outcomes:

- domestic violence prevention and reduction  
i.e. on incidence reduction of the domestic violence and its latency decrease
- improvement of balance between work and private life  
especially by raising awareness of balance between work and private life and issues of equal opportunities of women and men generally, both among civil servants and the general public.

The both main outcomes and relevant indicators (i. e. domestic violence reduced - by developing and implementing 3 measures in the scope of national strategies/action plans to combat domestic violence, by raising awareness on harmful effects of domestic violence via 1 delivered survey; balance between work and private life improved - by implementation of 5 comprehensive integrated policies/strategies) shall be achieved by means of implementation of the one PDP.

With respect to the stage of implementation (the Programme / PDP is about to be launched in early 2014), no achievements in Programme outcomes can be reported so far.

The potential risks of smooth achievement of Programme outcomes remain quite low and no new risks have been identified since the PRG preparation /approval process. However, the original *Risk analysis* has been updated and elaborated in more details with respect to operational risks and potential threats (see Annex 1 *Risk assessment* and Chapter 9. *Risk management*).

### **3.1. Progress on horizontal concerns**

#### ***Respect of human rights, multicultural dialogue incl. integration of national minorities***

Protecting human rights and support of respect to human rights and gender equality is the essential concern of the CZ13 Programme. Through the means of the Programme / PDP deliverables the civil society, relevant institutions as well as broad public shall be empowered to respect, keep and promote social understanding, consent and equal treatment across all levels of the professional as well as private life of women and men, all groups of social stratification, social minorities, excluded and handicapped individuals. (See section 11. for more details.)

### **4. Reporting on outputs**

By the APR deadline 31 Dec 2013, the Programme implementation is still about to be launched thus no achievement of real outputs can be reported yet.

In the course of the year 2013, the preparatory phase was completed. The Programme was approved on 1 February 2013 and the Programme Agreement was signed on 31 October 2013. In the meantime, detailed adjustments and updates of particular settings of the Programme / PDP have been provided.

The Programme consists of one pre-defined project (PDP) which covers both Programme areas 28, 29. - The PDP duration will be 26 months. The Project Promoter is Section of the Deputy Minister for International Cooperation, European Union and Social Inclusion and Equal Opportunities of the Ministry of Labour and Social Affairs. On 16 Dec 2013 the PO (MoF) addressed the Section with a call for submitting the PDP proposal via the CEDR IT system.

At the project level, the outcomes of the PDP are "Domestic Violence reduced" and "Balance between work, private and family life improved". The planned activities include media campaigns, surveys and analyses in the area of domestic violence in cooperation with universities, conference for public administration bodies, experts and general public, development of a methodology for possibilities of reconciliation of work and private life, professional internships, seminars and conferences aimed at exchange of good practice and dissemination of the methodology. - No project activities started yet, the Programme / PDP will be launched in 2014.

## 5. Project selection

Not applicable.

The Programme consists of one pre-defined project which has been addressed for submitting of the pre-defined project proposal till March 2014.

## 6. Progress of bilateral relations

The bilateral relations will be supported through the Bilateral Fund at the Programme level and on the level of the pre-defined project, too. The bilateral relations and the importance of the Donor's experience in the programme areas are emphasized in the Communication plan. The Programme allocates 17.500 EUR to a Bilateral Fund at the Programme level to facilitate networking, exchange and transfer of knowledge, experience and best practice between the Project Promoter and the Donor States. The planned activities are conferences and seminars organized by the Promoter, with participation of representatives of Donor States, expert consultations and mutual study visits, starting with 2014.

Since only one PDP will be implemented within the Programme, there will be no open call for the Bilateral Fund at the Programme level as its means will be used only by the Project Promoter. Only "measure b)" is expected to be applied during the PDP implementation, thus no events have been supported yet.

For possible cooperation and coordination of some of activities with the Programme Operator of the Programme area no 29 focused on domestic and gender-based violence in Slovakia will be applied within the Fund pro bilateral relations at national level.

There is no Donor Programme Partner in the CZ13. However, on the project level, a donor project partnership with a Norwegian NGO - **Alternative til Vold (Alternative to Violence)** - has been established to contribute to the outcome "domestic violence prevention and reduction".

The role of the Norwegian partner will be mainly consulting and he will convey his experience within the project's topics in the programme area no. 29. The project allows for several foreign business trips. Especially participation of the Norwegian partner at expert seminars and conferences held within the PDP will be implemented. Mutual visits of representatives of the Czech state administration and

representatives of the Norwegian partner in order to exchange good practices as well as organization of joint side events at the Commission on Status of Women meetings are presumed.

Beyond the pre-defined project the Project Promoter together with the Norwegian project partner organized a side event at the 57<sup>th</sup> Commission on the Status of Women session in March 2013 in New York as its priority theme was the Elimination and prevention of all forms of violence against women and girls. This activity facilitated sharing and transfer of knowledge and experience between Project promoter and Donor Project Partner and allowed to present the aims of bilateral cooperation at crucial international forum in the field of gender equality. Organization of the side event was supported within the Fund for bilateral relations at the national level.

The bilateral indicators of the Programme include number of project partnerships (1) in civil society (which has been already achieved via establishing the partnership with Alternative to Violence NGO in 2013), number of women / men involved in exchange visits between beneficiary and donor states, number of articles published in one country about the other partner country, and a qualitative one - level of satisfaction with the partnership (perceived as stimulating / enriching / enabling). The perspective of fulfilment of bilateral indicators is good and shall be reported in next APRs .

## 6.1. Complementary action

Not applicable in CZ13.

## 7. Monitoring

Pursuant the Article 4.3 of the Annex II to the CZ13 Programme Agreement, the Programme Operator shall monitor the pre-defined project through review of reports submitted by the Project Promoter. The Interim Reports shall be submitted every 4 months and shall describe the project progress, fulfilment of outputs, tender procedures, time schedule, any project modifications, fulfilment of conditions, update of risks and risk management, financial progress (expenditures), audits. - During 2013 no reporting duties have been relevant so far - the PDP will be launched in 2014.

On-site monitoring visits (OSMs) of the pre-defined project shall verify, whether the project progress and financial status comply with the information declared in monitoring reports and whether the project management is efficient to meet the planned objectives. OSMs will focus on the following aspects: checking project progress, efficiency and effectiveness of project expenditures - qualitative as well as quantitative assessment, adequacy of reporting on project modifications or discussion on proposals for project modifications, their efficiency, impact and added-value for the project, fulfilment of project specific conditions, transparency in management of the project, adequacy of risk management, publicity, sustainability potential, cooperation with partners etc. - The OSMs shall be carried out from the Programme Operator's level by external experts in cooperation with the PO staff.

Any other *Review of the Programme* is not relevant and efficient as the Programme consists of one pre-defined project with clearly defined and measurable outcomes, that shall be assessed and measured prior to and after the project implementation, via the "project evaluation" .

The actual monitoring will be scheduled in the Monitoring plan (Annex 2) for 2014/2015 once the PDP will be commenced. In this APR, the Monitoring plan 2013 is still not applicable.

## 8. Need for adjustments

Not applicable.

## 9. Risk management

The Programme Operator established an effective Risk management system which deals with general as well as specific risks within particular Programmes. The defined or continuously identified risks are managed at the level of the Programme Operator and supervised from the NFP level. The methodology was set and approved with the FMO to provide compatible monitoring of risks across all national programmes. As usual, the Likelihood, Impact and Importance of every risk is identified / estimated and regularly updated (see Annex 1 Risk assessment table).

The Risk management method includes risk related to outcomes achievement, operational risks and risk in bilateral issues. In general, the level of threats is low in CZ13.

As to risks adjacent to achievement of Programme outcomes, the Programme absorption capacity is good, potential legislation changes are not presumed (and have not a significant impact, if any), the risk of delays is mitigated as the administrative arrangements of the Programme enable smooth commencement of the Programme /PDP in early 2014, and no essential specific risks are known.

The operational risks include difficulties in the management/control structure, which is very low as trustworthy and skilled institutions / professionals are involved. The Programme set-up is very simple (only one PDP), so no risks are expected. Similarly, regarding reporting and irregularities, audit and controls - no inconsistencies were identified up to now. - The Programme Operator is provided by an IT system (CEDR) which shall serve for smooth, effective and transparent administration of projects, communication with stakeholders, monitoring/ reporting and archiving. No problems are envisaged in the future.

The risks potentially presumed in the bilateral cooperation are not high. The contacts will be supported from the Bilateral fund at PRG level via measure "B". The PDP Promoter has found a donor project partner in 2013, the partnership was successfully established and the involvement of the Norwegian NGO Alternative to Violence will be beneficial but not of capital importance. Declaration of Partnership between the PDP Promoter and the Project Partner was signed in December 2013. Signature of the Partnership Agreement with specification of mutual obligations and bilateral activities will follow in the 1Q of 2014.

For more detailed information see Annex 1.

## 10. Information and publicity

The CZ13 Programme publicity will be ensured by the Programme Operator - Ministry of Finance, in close cooperation with the Ministry of Labour and Social Affairs.

All publicity measures within the Programme and the pre-defined project will be implemented in compliance with Information and Publicity Requirements stated in Annex 4 to Regulation on the implementation, Article 4.7.2 of the Regulations and Communication strategy for Czech Republic.



Detailed information on publicity measures is set in the Communication plan which is regularly updated.

The NFP /Programme Operator - Ministry of Finance - created a central website [www.eeagrants.cz](http://www.eeagrants.cz) / [www.norwaygrants.cz](http://www.norwaygrants.cz) for the EEA/Norway Grants 2009-2014 to ensure the awareness of potential beneficiaries in a transparent manner and involvement of expert public and all subjects in the Programme implementation. Information is provided in English and Czech.

The website contains, inter alia, the general information about the EEA Grants 2009-2014 and information on the CZ13 Programme, contact information, etc. Furthermore, the website contains web links to social networks (Facebook, Twitter) which will also inform about main activities under the Programme.

The launch conference will be held in Spring 2014, both for the commencement of the Programme and the PDP.

## **11. Cross - cutting issues**

### ***Good governance***

The Programme is based on core principles of good governance, according to the European Code of Good Administrative Behaviour, namely lawfulness, absence of discrimination, proportionality, absence of abuse of power, impartiality and independence, objectivity, legitimate expectations, consistency and advice or fairness. All these principles had been applied during the preparation and shall be observed in course of implementation of the Programme .

Within the Programme only one pre-defined project will be executed whose Project Promoter is the Section of the Deputy Minister for Social Inclusion and Equal Opportunities of the Ministry of Labour and Social Affairs, which applies the mentioned principles, as well as compliance with the relevant Czech legislation and EU regulations. Thus, the good governance mechanism will be ensured.

### ***Economic sustainability***

The economic impacts of domestic violence on national economy are very high and they appear mainly as increased costs on health care, social sphere, judicial system or workforce. Preventive measures in this area have shown to be economically efficient. Also the support of balance between work and private life brings together indisputable economic benefits and positive impacts on the overall employment rate and work efficiency.

Most of the activities carried out within the pre-defined project (media campaign, studies, analyses, conferences, seminars, preparation of methodology) aim at outcomes that can be reached in the duration of the Programme implementation, i.e. increase in awareness in public administration and general public. Some materials, brochures etc. prepared within the Programme shall be used also in the future. Within the pre-defined project, a website informing about issues of domestic violence, gender-based violence and balance between work and private life, should be established and operated during the Programme as well as in after its closure, within capacities of the Project Promoter.

### **Social sustainability**

The Programme will have positive impacts on the society, because its objective is to reduce the incidence and latency of domestic violence and to help to better balance between work and private life. This will strengthen the guarantees for human rights, possibility for everyone to choose freely and the protection of every person from violence will be increased.

### **Gender equality**

The Programme applies the principles of respect of human rights especially on gender equality and themes related to domestic violence and balance between work and private life. All these issues are closely connected with the issue of equal opportunities for women and men. The victims of domestic violence are mainly women. Also the necessity to balance work and private life affects mostly women that are in most cases taking care of children and the household. Likewise, women are, according to statistical data, more threatened by unemployment and discrimination in employment or in access to it. The very focus and successful implementation of the Programme will therefore help to balance the opportunities of women and men and not only in the labour market. It will also help to reduce domestic violence, which is an issue that has great overlap in the area of equal opportunities of women and men, and has an uneven impact on women and on men.

## **12. Attachments to the Annual Programme Report**

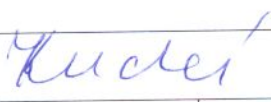
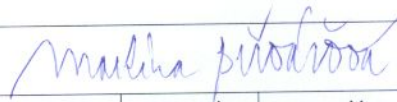
**Annex 1: Risk assessment of the programme**

**Annex 2: Monitoring plan 2014**

### **SIGNATURE:**

#### **For Programme Operator**

*I certify that I am duly authorised to sign this Annual programme report and that I have thoroughly reviewed the progress of the programme, reporting on outcomes and outputs, risk management provided in this report and the information are correct and accurate.*

				<b>Optional second signature</b>		
<b>Name</b>	Zuzana Kudelová			Martina Bečvářová		
<b>Position</b>	Deputy Head of the Department of International Relations			Head of the Monitoring Unit		
<b>Organisation</b>	Ministry of Finance of the Czech Republic			Ministry of Finance of the Czech Republic		
<b>Signature</b>						
<b>Date</b>	Day	Month	Year	Day	Month	Year
	17	02	14	04	02	2014

**For the National Focal Point**

*The National Focal Point certifies that the status of reporting of the programme described above is accurate.*

					<b>Optional second signature</b>		
<b>Name</b>	Eva Anderová						
<b>Position</b>	Deputy Minister of Finance						
<b>Organisation</b>	Ministry of Finance of the Czech Republic						
<b>Signature</b>							
<b>Date</b>	Day	Month	Year	Day	Month	Year	
	13	02	2014				

## Annex 1: Risk assessment of the programme

Type of objective <sup>1</sup>	Risk	Description of risk in the reporting period	Likelihood <sup>2</sup>	Impact <sup>3</sup>	Importance <sup>4</sup>	Mitigation planned/done
Cohesion (Programme) outcomes:	Programme absorption capacity	The absorption capacity is planned well. The Programme consists from one PDP only.	Low	High	Middle	Working sessions with experts, information seminars and events, publicity.
	Legislation changes	The Programme is not directly dependent on adoption of a new legislative, however, some impact on legislative measures in CR is to be expected in near future.	Low	Middle	Low	Not applicable (The potential impact on future legislative measures should reflect the principles promoted by the Programme in a positive manner.)
	Time risk - delay in commitment and disbursement of funds	The Programme was approved, the PA signed, the draft PDP proposal is to be submitted in early 2014. No delays expected. The realization of PDP activities is scheduled within the eligibility period of costs / expenditures.	Low	High	Middle	To speed up the administrative steps towards commencement of the Programme / PDP.
	Specific programme risk (risk identified in PP relating to PRG outcomes)	No significant specific risks identified. - Administrative difficulties in clear arrangement of reporting can be expected (the Programme covers 2 programme areas by means of two main outcomes, both of them are measured via an identical indicator - a media campaign).	Low	High	Middle	Proper choice of reporting strategy in achievement of the indicator, distinguishing the topics reported within both outcomes, well informed stakeholders during the implementation.
<b>Bilateral</b>	Bilateral relations	The Bilateral fund at PRG level	Low	Low	Middle	Reasonable support of

<sup>1</sup> The risks should be categorised in one of 3 ways, depending on whether it poses a risk to the cohesion objective, the bilateral objective, or is more of an operational issue.

<sup>2</sup> Likelihood is described as Low, Middle or High according to its scoring gained in the risk analysis. (Low: 1-2, Middle: 3-4, High: 5)

<sup>3</sup> Impact is described as Low, Middle or High according to its scoring gained in the risk analysis. (Low: 1-2, Middle: 3-4, High: 5)

<sup>4</sup> Importance is counted as Likelihood multiplied by Impact and described as Low, Middle or High according to its scoring gained in the risk analysis (Low: 1-8, Middle: 9-15, High: 16-25).

Type of objective <sup>1</sup> outcome(s):	Risk	Description of risk in the reporting period	Likelihood <sup>2</sup>	Impact <sup>3</sup>	Importance <sup>4</sup>	Mitigation planned/done
		includes 17.500 EUR for the "measure b)" implementation. The funds will be spent solely for the purpose of the one PDP.				bilateral cooperation established within the PDP.
<b>Operational issues:</b>	Management and control structures, programme management	The Management and Control System is a part of the Programme Operator's Manual (currently in the final stage of preparation). - Particular processes will be adjusted regarding the fact, that the PRG implementation matches the PDP realization.	Middle	High	Middle	The general principles properly incorporated into the Manual as well as into the Partnership agreement with the Programme Partner (MoLSA). Effective methods of communication and co-operation established.
	Programme implementation set up	The Programme consists of one pre-defined project only.	Low	Middle	Low	The Programme structure is simple - no difficulties expected. The programme and project levels are to be distinguished, if necessary (especially in case of bilateral activities / relations)
	Reports and irregularities within programme	No errors / irregularities identified so far.	Low	Middle	Low	Regular monitoring of the Programme.
	Programme audits/controls	No audits / controls so far.	High	Middle	Middle	Providing regular audits / controls according to the plan of controls. Ad hoc checks, if necessary.
	Information system	The Programme Operator established the CEDR IT system (currently in pilot operation , to be completed and provided by necessary utilities for future implementation)	Middle	Middle	Middle	Completion of the CEDR IT system, training of operators / staff incl. the Programme Partner personnel in utilization of relevant modules
	Corruption risk	The system of implementation is	Low	Middle	Middle	Stress on avoiding the conflict

Type of objective <sup>1</sup>	Risk	Description of risk in the reporting period	Likelihood <sup>2</sup>	Impact <sup>3</sup>	Importance <sup>4</sup>	Mitigation planned/done
		transparent, the Programme /PDP is managed by credible institutions (MoF). With respect to the PDP, the corruption risk is low.				of interests. Pursuant the PA condition, proper archiving the public procurement documentation.

## **Annex 2: Monitoring plan**

The Programme / the PDP will be launched in 1Q 2014, i.e. the Monitoring plan shall be adjusted accordingly.