

Heading 1 - Staff costs

Management/Coordination (transnational and national)

Name	Name of organisation and function within the organisation	Status	Daily Salary cost	Number of days	Total
Pavol Slamka	Urad pre dohľad nad zdravotnou starostlivosťou, IT Department, Director of Department	employee	127.82	100.00	12 782.00

Total cost of Management/Coordination..... 12 782.00

Administration/Implementation of the project

Name	Name of organisation and function within the organisation	Status	Daily Salary cost	Number of days	Total
Andrea Galikova	Urad pre dohľad nad zdravotnou starostlivosťou, Department of international relations and settlement, Director of Department	employee	113.19	70.00	7 923.30
Zuzana Korenova	Urad pre dohľad nad zdravotnou starostlivosťou, Department of international relations and settlement, Independent professional referent	employee	67.48	55.50	3 745.14
David Toman	Urad pre dohľad nad zdravotnou starostlivosťou, IT Department, Independent professional referent/specialist - IT administrator	employee	80.88	65.30	5 281.46
Ondrej Gavula	Urad pre dohľad nad zdravotnou starostlivosťou, IT Department, Professional referent - IT technician	employee	68.03	26.00	1 768.78

Total cost of Administration/Implementation of the project..... 18 718.68

Secretarial costs

Name	Name of organisation and function within the organisation	Status	Daily Salary cost	Number of days	Total
Zuzana Melkovicova	Urad pre dohľad nad zdravotnou starostlivosťou, IT Department, Independent professional referent - Assistant of director	employee	48.11	11.00	529.21

Total cost of Secretarial costs..... 529.21

Accounting

Name	Name of organisation and function within the organisation	Status	Daily Salary cost	Number of days	Total
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Total cost of Accounting..... 0.00

Other staff

Name	Name of organisation and function within the organisation	Status	Daily Salary cost	Number of days	Total
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Total cost of Other staff..... 0.00

Total staff costs..... 32 029.89

Heading 2 - Travel, accommodation and subsistence allowances

Travel, accommodation and subsistence allowance

Please enter in "Daily cost per person" accommodation and daily subsistence allowance (DSA) costs

Purpose of the travel	Place of the event	Average travel cost per person	Number of people	Travel sub-total	Daily Cost per person	Number of people	Number of days	Subsistence and accommodation sub-total	Total
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Total of travel costs..... 0.00

Total of subsistence and accommodation costs..... 0.00

Total - Travel, accommodation and subsistence allowances..... 0.00

Heading 3 - Cost of services

Information dissemination

Nature of costs	Quantity	Unit cost	Total
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Total information dissemination..... 0.00

Translations

Total number of languages (the document is translated to) , Cost per page (1 page=1500 characters without blanks)

Description of documents to be translated	Languages from ... to ...	Total number of languages	Cost per page	Number of pages	Total
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Total translations..... 0.00

Reproductions and publications

Document	Number of pages	Unit cost	Total
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Total reproductions and publications..... 0.00

Specific evaluation

Evaluator	Cost	Total
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Total specific evaluation..... 0.00

Interpretations

Meeting	Languages	Number of interpreters	Number of days	Daily cost per interpreter	Total
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Total interpretations..... 0.00

External expertise

Task	Number of days	Daily cost	Total
Activities 1 - 9 HW infrastructure design and physical installation Training for linux based operating systems Deployment of DNS and NTP server in sTesta connected subnet Network configuration after DNS and NTP deployment, FTP/HTTP connectivity verification NDS and RI server deployment in acceptance WEBIC deployment in acceptance Routing and adaptors setup Agreement on simple bilateral technical test conditions Basic AP connectivity test	18.25	640.00	11 680.00
Activities 10 - 16 Evaluation of production ready documentation ,open questions, impact on existing implementation Kick-off meeting with health insurance companies Determination of next steps in relation to new facts Preparation of messaging system concept Finalizing the analysis document Preparation of documentation for insurance companies, incorporating comments Meeting with health insurance companies to agree on analysis and changes	45.75	640.00	29 280.00
Activities 17 - 27 Technical tests for connection to AP National certificates preparation (testing) Preparation of portal solution for pilot testing Making DS and IR services available to institutions Update of MD entries for testing Pilot internal testing of portal solution in selected flows Completion of portal solution Preparation of internal module (ESF) for pilot testing Pilot testing of internal module ESF Completion of internal module ESF Making the pilot testing environment available to health insurance companies	180.75	640.00	115 680.00

Activities 29 - 30 Testing of portal solution and of internal module ESF in all flows Making the testing environment available to health insurance companies	19.50	640.00	12 480.00
Activities 31,33,38 Pilot bilateral testing Pilot testing including health insurance companies Testing including health insurance companies	25.00	640.00	16 000.00
Activities 34 - 37 NDS and RI server deployment in production, adaptors and routing configuration Training for maintaining, monitoring, troubleshooting and configuring the AP Obtaining AP certificates for production Update of internal network documentation	10.75	640.00	6 880.00
Activities 39 - 42 Exchange of certificates for production Bilateral testing including health insurance companies Acceptance testing and acceptance of the solution Deployment of portal solution and internal module ESF in production	15.50	640.00	9 920.00
Activities 28, 32 Support to health insurance companies Support for bilateral testing	13.00	640.00	8 320.00

Total external expertise..... 210 240.00

Other Services

Service	Amount	Total
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Total other services..... 0.00

Total - Costs of services..... 210 240.00

Heading 4 - Administration costs

Depreciation for purchase of equipment

Type of equipment	Estimated depreciation cost
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Total depreciation..... 0.00

Hire of rooms

Meeting	Number of days	Unit cost per day	Number of rooms	Total
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Total hire of rooms..... 0.00

Hire of interpreting booths

Meeting	Languages	Number of booths	Number of days	Unit cost per day	Total
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Total Hire of interpreting booths..... 0.00

Audits

Auditor	Cost	Total
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Total audits..... 0.00

Financial costs

Nature of costs	Quantity	Unit cost	Total
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Total financial costs..... 0.00

Other administrative costs

Description	Cost
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Total Other Administrative costs..... 0.00

Total - Administration costs..... 0.00

Heading 5 - Overheads

Amount..... 12 000.00

Heading 6 - Income

Income

Own contribution after budget revision.....	54 269.89
Partner's contribution.....	0.00
Beneficiary's contribution in cash (C).....	54 269.89
Revenue generated by the action (R).....	0.00
Union grant (S).....	200 000.00
Total Income (T) (where $T = C + R + S$).....	254 269.89

Please check that you do not exceed the maximum percentage for Union funding established in the call for proposals. Based on the figures already filled in for the previous items, the percentage of the total eligible costs you are requesting is	78.66
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ANNEX III TO THE GRANT AGREEMENT

Final technical implementation report template to be used by beneficiaries whose actions have been awarded grants by Directorate-General for Employment, Social Affairs and Inclusion.

This exercise should tell us how the EU-funded action has progressed and what was achieved in the funding period.

It is divided in three different parts.

- The first part refers to a more qualitative self-assessment of your work.
- The second part concerns quantitative information related to your work that we will request you to collect, compile and present. You are asked to fill in only the fields which are applicable to your action. This information will be used for the performance monitoring of your funding programme.

You will be able to compile most of the required information from your internal files. However, please note that in the case of events (seminars, conferences and similar) we expect you to carry out a short on-the-spot participants satisfaction survey which shall include the standard questions provided below. Depending on the internal needs of your work, your questionnaire may feature more questions, yet these other questions remain outside the scope of our monitoring work.

Compulsory questions of participant satisfaction surveys

Please scale the following aspects of the event on a 1-5 basis*

- Did the event match your needs? (5) (4) (3) (2) (1)
- Did you gain relevant knowledge and information? (5) (4) (3) (2) (1)
- Will you be able to apply such knowledge and information in your work? (5) (4) (3) (2) (1)

* 5 signifies "yes, agree strongly", 4 - "yes, somewhat agree", 3 - "neither agree nor disagree", 2 - "no, somewhat disagree" and 1 - "no, disagree strongly".

- Lastly, the list of evidence and annexes to be attached is given at the end of the third part.

This form must be completed in English.

The deadline for returning BOTH hard and electronic versions of your report is indicated in Article I.5 of your grant agreement.

QUALITATIVE INFORMATION

Results

Original goals

List the original goals and objectives of the action as set out in the grant agreement, and explain how they were met during the implementation period. Please,

- focus on the results/outcomes of your action (i.e., benefits to the target group(s) addressed by your action);
- include detail on what change your action has brought about;
- explain the added value of the action, i.e. the lasting impact and/or multiplier effect.

Important: please note that all activities and deliverables must be presented not here but in the next box .

Summary of progress of your action

Please summarise your action as well as any difficulties you have faced in implementing it.

Please report separately on each group of activities and/or component of your action.

Activity

Planned

Please shortly present your project plan/activity plan as outlined in the approved action grant agreement.

Implemented

Please describe the activities and deliverables in the action

Changes

Was there any variance from the original action plan?

- ☐ Yes
☐ No
☐ Yes
☐ No

Describe any variance from the original action plan. Describe how and why, provide justification of the change(s) made and impact on project implementation.

Transnational dimension

Has your project had a transnational dimension?

- ☐ Yes
☐ No
☐ Yes
☐ No

Describe the transnational dimension of the action

Partners or stakeholders

Were there any partners or stakeholders involved in your project?

- ☐ Yes
☐ No
☐ Yes
☐ No

Please list here all partners or stakeholders and describe the contribution they made to the action. Has the role of any partner changed during implementation? If yes, please explain how and why.

Equality

How did you make sure that equality considerations were taken into account in your work? These can relate to ensuring an appropriate mix of people in your team, ensuring that all activities were accessible to all, making sure that all dimensions, in particular the gender dimension, were taken into account in your work.

Continuity

Is this action (or a related new action) to continue after European Union's financial support has come to an end?

- ☐ Yes
☐ No
☐ Yes
☐ No

Please explain the next steps.

Lessons learned and dissemination of results

Outcomes and lessons learned

What are the most important outcomes and lessons learned from the action?

- What are the implications for relevant stakeholders (such as the European Commission; national/regional/local level policy-makers; social partners; opinion-makers including mass media, journalists; non-governmental organisations; academia, research institutions, think tanks; others where relevant)?
- What are the implications for ultimate target groups (such as young people, unemployed, employers, etc.)?

Evaluation of the action

Did you carry out any evaluation of the action performed?

- ☐ Yes, external evaluation
☐ Yes, internal evaluation
☐ No

Please outline the key findings and conclusions of such evaluation.

News/success/best practices

We are very keen to hear about any success or good news from the actions that we fund. Please use the space below to tell us about any such news or if you have developed practices that you think others may want to know about or could benefit from. Please attach any relevant supporting information or material or explain where others can access it (e.g., website)

Dissemination of findings

Adequate dissemination of findings and lessons is essential in ensuring the EU added value of the action.

Therefore, please explain and describe how you involved relevant stakeholders during the action and whether there was any feedback.



SUMMARY OF QUANTITATIVE INFORMATION

Please note that quantitative performance information must be submitted in relation to all outputs delivered during the implementation of the action grant.

Reports

Were there any REPORTS (which include written outputs such as reports, analyses, studies, reviews, manuals, working papers, toolkits, etc.) produced as part of your action?

- ☐ Yes
☐ No
☐ Yes
☐ No

Total number of reports

Please provide the total number of independent written outputs, irrespective of whether they were published or not. An output produced in several languages counts as a single output.

Next please disaggregate the total number into the subcategories provided according to the written output's primary objective. A single output may fall into several categories (e.g., a study may aim at produce policy advice and at the sametime to identify good practice).

Reports aimed at providing policy advice, research and analysis.

Reports aimed at identifying good practices.

Monitoring and assessment reports on the implementation of laws or policies.

Reports aimed at the development of appropriate statistical tools, methods and indicators.

Scope of dissemination

Have the reports been actively distributed?

- ☐ Yes
☐ No
☐ Yes
☐ No

Total number of material copies distributed

Please provide a total cumulative number for all the reports.

EU-level policy and decision-makers

National/regional/ local-level policy and decision-makers

Social, economic/ business partners

Civil society, NGOs

Academia, experts, think tanks

Media, Journalists

If the reports have been published online, please also provide the total number of their downloads by unique users

Information / promotional material / website

Were there any **INFORMATION/PROMOTIONAL MATERIALS** (including leaflets, brochures, newsletters, websites, articles in media, video material, etc.) produced as part of your action?

- ☐ Yes
☐ No
☐ Yes
☐ No

Total number of pieces of such information and promotional material

Please provide the total number of various information and promotion materials, irrespective of their form/type of publishing (video, electronic document, printed on paper, etc.). An output produced in several languages counts as a single output.

Total number of printed material copies

Number of copies in easy-to-read language for disabled people

Number of copies in each language

Language

- ☐ -- Select a language --
☐ English
☐ French
☐ German
☐ Other languages

Copies

Scope of dissemination

Next please provide the total cumulative number of the disseminated copies of these materials (e.g., printed/published copies distributed to your target audiences, number of downloads of the electronic copies published on websites, number of unique visitors to your information/promotional website(s), etc.).

Total number of material copies distributed

EU-level policy and decision-makers

National/regional/ local-level policy and decision-makers

Social, economic/ business partners

Civil society, NGOs

Academia, experts, think tanks

Media, Journalists

Employers, Enterprises

Ultimate target groups (young people, unemployed, workers, etc.)

Total number of visits to websites related to information and promotional (e.g., the website of your action). The average no. of unique visits per month during the reporting period.

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Training / mutual learning

Were there any TRAINING/MUTUAL LEARNING EVENTS (which include various trainings, peer reviews and other forms of mutual learning) organised as part of your action?

- ☐ Yes
☐ No
☐ Yes
☐ No

Number of trainings sessions, peer reviews and other mutual learning events

Total cumulative duration of these events

Please sum up duration of the above events, converted into full working day equivalent, i.e., 8 hours. For example, 1 four-day training (4 days) and 1 half-day round-table discussion (0,5 day) result in total cumulative duration of 4,5 days.

Number of individuals who participated in these events

Number of women among these participants

Survey results

You were asked to carry out a short on-the-spot participants' satisfaction survey for each event organised. Please report on the survey results.

Event

Title of the event

Total number of participants

Total number of participants responding to at least one compulsory question

Next please report on participants satisfaction obtained from the standardised questionnaire.

Did the event match your needs?

Share of respondents having responded as 5 "yes, agree strongly", per cent

Share of respondents having responded as 4 "yes, somewhat agree", per cent

Did you gain relevant knowledge and information?

Share of respondents having responded as 5 "yes, agree strongly", per cent

Share of respondents having responded as 4 "yes, somewhat agree", per cent

Will you be able to apply such knowledge and information in your work?

Share of
respondents having
responded as 5 "yes,
agree strongly", per
cent

Share of
respondents having
responded as 4 "yes,
somewhat agree",
per cent

Other information and communication events

Were there any OTHER INFORMATION AND COMMUNICATION EVENTS (which include various seminars, conferences, round tables, networking events, etc.) organised as part of your action?

- ☐ Yes
☐ No
☐ Yes
☐ No

Number of information and
communication events

Total cumulative duration of these
events

Please sum up duration of the above events, converted into full working day equivalent, i.e., 8 hours. For example, 1 four-day training (4 days) and 1 half-day round-table discussion (0,5 day) result in total cumulative duration of 4,5 days.

Number of individuals who participated
in these events

Number of women among these
participants

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Share of
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Share of
respondents having
responded as 4 "yes,
somewhat agree",
per cent

R

Did you gain relevant knowledge and information?

Share of
respondents having
responded as 5 "yes,
agree strongly", per
cent

Share of
respondents having
responded as 4 "yes,
somewhat agree",
per cent

Will you be able to apply such knowledge and information in your work?

Share of
respondents having
responded as 5 "yes,
agree strongly", per
cent

Share of
respondents having
responded as 4 "yes,
somewhat agree",
per cent

EXECUTIVE SUMMARY

With a view to disseminating all results obtained and outputs delivered under the grant agreement, all beneficiaries are requested to provide an Executive Summary which will be posted on the website of the Directorate-General for Employment, Social Affairs and Inclusion.

Upon a reasoned and duly substantiated request by the beneficiary, the Commission may agree to forgo such publicity, if disclosure of the information indicated above would risk compromising the beneficiary's security or prejudicing his commercial interests.

Such a summary should be written in English. It should be a stand-alone summary of the action and its implications. Thus it must be well thought out and presented as it may be a unique opportunity to publicise your work and your organisation.

Short description of the action

A concise description of the context in which the action was carried out, the target group(s) of the action as well as the key activities and deliverables.

1/2 page maximum.

Main objectives of the action

1/2 page maximum.

Key results

- Results/outcomes of the action, including benefits for main actors and target group(s)
- Added value of the action, i.e. the lasting impact and/or multiplier effect.

1 page maximum.

Translations

You can now add the translations of the executive summary entered before. This information will also be published on the website allowing more people to know about your action.

Translation

Title of the action

Language

Short description of the action

A concise description of the context in which the action was carried out, the target group(s) of the action as well as the key activities and deliverables.

1/2 page maximum.

Main objectives of the action

1/2 page maximum.

Key results

- Results/outcomes of the action, including benefits for main actors and target group(s)
- Added value of the action, i.e. the lasting impact and/or multiplier effect.

1 page maximum.

SIGNATURE

Declaration

Title

First name

Surname

Position held in the organisation

Organisation name

I confirm that I am duly authorised to sign this declaration on behalf of the organisation named. I certify that the information given in this report is correct, and confirm that the enclosures are current, accurate, and adopted or approved by the organisation for which I lead. I understand that you may contact me to clarify any details in this report, including providing any supplementary information as applicable. I confirm that I am authorised by the organisation for this purpose.

On behalf of the organisation: date and signature

Check List

- ☐ Have you responded within the required deadline?
- ☐ Have you made sure that all your published material acknowledged support from the EU?
- ☐ Have you attached the documentation as required in your grant agreement:
 - The print-out of the duly completed, validated and submitted on-line final budget form SWIM which stands as your financial report;
 - Executive summary of your work in English in no more of 2 pages (see proposed structure). As indicated below, the Executive summary must contain a 1-page section on "Key results" of the action. The key results should be concise, sharp and easily understandable;
 - Printed and electronic copies of information and promotional materials funded by the grant (articles, leaflets, brochures, programme, stickers, posters, tapes, calendars, etc);
 - Printed and electronic copies of the reports, analyses, studies, reviews, manuals, working papers, attendance lists, toolkits, computer discs with information if available etc.) produced under your work;
 - For all events, the list of participants with original signatures of all participants.
- ☐ Have you completed the declaration with the correct signatories?
- ☐ Have you submitted ONE original and ONE hard copy of the final technical implementation and financial reports as well as the supporting evidence and ONE electronic copy of all documents?

