

**Reimbursement Request No. 2**

Supporting Social Inclusion

**Instructions****Estonia**

<b>A. Basic information</b>			
Support Measure Title	Supporting Social Inclusion		
Support Measure Identification Code	Šveits.1.01	7F-10699.01	
Support Measure duration	from 6/1/2024	to	8/31/2028
Name of Executing Agency (EA)	Ministry of Culture		
Reporting period	from 7/1/2025	to	12/31/2025
Reimbursement Request No	2		
Total Support Measure Budget (local currency)	22,671,890.11	EUR	
Maximum Swiss contribution (CHF)	18,600,000.00	CHF	
Swiss co-financing rate	on total budget 85.00%	on total expenditures	85.00%
Exchange rate used	CHF/EUR 1.104	Date of exchange rate	3/2/2026
<b>B. Amount requested by the Paying Authority</b>			
Total amount requested	810,594.40	EUR	733,912.17 CHF
National co-financing	121,589.18	EUR	110,086.84 CHF
Deductions (according to Regulations 11.4/3)	0.00	EUR	0.00 CHF
<b>Swiss co-financing = Reimbursement by CH</b>	<b>689,005.22</b>	<b>EUR</b>	<b>623,825.33 CHF</b>
<b>C. Available amount from the Swiss Contribution</b>			
Maximum Swiss Contribution	18,600,000.00	CHF	100.00%
Cumulative amount received from Switzerland	169,049.02	CHF	0.91%
Available amount before the current reimbursement	18,430,950.98	CHF	99.09%
Total amount of current reimbursement request	623,825.33	CHF	3.35%
<b>Remaining amount after the current reimbursement</b>	<b>17,807,125.65</b>	<b>CHF</b>	<b>95.74%</b>
<b>D. Certification and approval of Reimbursement Request</b>			
<b>Executing Agency: Programme Operator</b>			
Name of the institution:	Ministry of Culture		
Address:	Suur-Karja 23,15076 Tallinn, Estonia		
Name of the contact person:	Olga Gnezdovski		
Position:	Coordinator of the Estonian-Swiss Cooperation Programme		
Email:	<a href="mailto:olga.gnezdovski@kul.ee">olga.gnezdovski@kul.ee</a>		
Phone number:	+37255528081		
The Executing Agency hereby certifies			
(i) that the Support Measure is implemented in accordance with the Support Measure Agreement and Support Measure Implementation Agreement;			
(ii) the reporting under Physical Progress, Financial Progress and Procurement Plan is true and accurate;			
(iii) that the reporting under Financial Progress reflects correctly the incurred expenditures;			
(iv) that recoverable VAT is not included in the Financial Progress as eligible expense;			
(v) that no double-financing occurs;			
(vi) that all procurements for which expenditures were incurred during the reporting period have been conducted in compliance with the applicable law of the Partner State and EU directives on public procurement.			
Name: Merilin Piipuu	Position: Secretary General		
Place, date and signature	digitally signed		

<b>National Coordination Unit</b>	
Name of the institution:	State Shared Service Centre
Address:	Lökke 4, 10122 Tallinn
Name of the contact person:	Helena Musthallik
Position:	programme expert
Email:	helena.musthallik@rtk.ee
Phone number:	+37256466003
The National Coordination Unit hereby certifies	
<p>(i) that the information and financial data provided in this Reimbursement Request has been thoroughly reviewed and found to be correct, reliable and accurate;</p> <p>(ii) that claimed expenditures are incurred as part of the Support Measure in accordance with the Framework Agreement, the relevant Support Measure Agreement and Support Measure Implementation Agreement;</p> <p>(iii) that all payments declared have actually been made in the indicated (or exceptionally previous) reporting period;</p> <p>(iv) the compliance with state aid rules of all activities performed in the reporting period.</p>	
Name: Urmo Merila	Position: Deputy Director General
Date and signature	digitally signed
<b>Paying Authority</b>	
Name of the institution:	State Shared Service Centre
Address:	Lökke 4, 10122 Tallinn
Name of the contact person:	Janika Otsing
Position:	financial specialist
Email:	<a href="mailto:janika.otsing@rtk.ee">janika.otsing@rtk.ee</a>
Phone number:	+3726631926
The Paying Authority hereby certifies	
<p>(i) to have checked the conformity of the Reimbursement Request with the financial stipulations, in particular the co-financing rate, set out in the relevant Support Measure Agreement;</p> <p>(ii) to have received sufficient information for the certification of the Reimbursement Request;</p> <p>(iii) to have checked the compliance of the Reimbursement Request with the information available to the Paying Authority;</p> <p>(iv) that the co-financing of the Partner State has been provided in accordance with the relevant Support Measure Agreement;</p> <p>(v) that based on the information available to the Paying Authority no double-financing could be identified;</p> <p>(vi) that recoverable VAT is not included in the Reimbursement Request as eligible expense.</p>	
<b>The bank details for reimbursement are as follows:</b>	
Beneficiary: Ministry of Finance of the Republic of Estonia	
IBAN: EE891010220034796011	
SWIFT: EEUH22	
Reference: 2550081357	
Name: Karin Viikmaa	Position: Head of the Grants Payment Department
Date and signature	digitally signed

### Financial Progress

**Instructions**

BUDGET																						
No	Budget items	BUDGET			REPORTING PERIOD 1:				REPORTING PERIOD 2:				CUMULATIVE DATA				PLANNING					
		EUR	%	CHF	EUR	CHF	CHF	CHF	EUR	CHF	CHF	CHF	EUR	CHF	CHF	CHF	CHF	CHF	CHF	CHF		
		Budget 100%	Co-financing rate (CH co-financing)	Swiss contribution (co-financing)	Eligible expenditures 100%	Eligible expenditures 100%	National co-financing	Swiss contribution (co-financing)	Eligible expenditures 100%	Eligible expenditures 100%	National co-financing	Swiss contribution (co-financing)	Eligible expenditures 100%	% of Budget spent	Total remaining Budget	Eligible Expenditures 100%	Swiss contribution (co-financing)	% of Swiss Contribution spent	Total remaining Swiss contribution	Reimbursements expected to be received from Switzerland (current year)	Reimbursements expected to be received from Switzerland (year +1)	Reimbursements expected to be received from Switzerland (year +2)
	Exchange rate CHF/EUR	1.036			1.070				1.104													
1	<b>Management Costs</b>	<b>1,542,928.07</b>	<b>85.00%</b>	<b>1,265,816.92</b>	<b>94,173.24</b>	<b>87,995.48</b>	<b>13,199.32</b>	<b>74,796.16</b>	<b>35,020.49</b>	<b>31,707.55</b>	<b>4,756.14</b>	<b>26,951.41</b>	<b>129,193.73</b>	<b>8.37%</b>	<b>1,413,734.34</b>	<b>119,703.03</b>	<b>101,747.57</b>	<b>8.04%</b>	<b>1,164,069.35</b>	<b>112,313.00</b>	<b>170,397.00</b>	<b>881,359.35</b>
1.1	Personnel	692,732.00			60,048.06				30,853.01				90,901.07	13.12%	601,830.93							
1.2	Meetings, seminars and visits	140,000.00			3,253.87				2,290.48				5,544.35	3.96%	134,455.65							
1.3	Swiss experts and partners	543,776.11			0.00				0.00				0.00	0.00%	543,776.11							
1.4	Information and communication	154,000.01			30,790.79				1,877.00				32,667.79	21.21%	121,332.22							
1.5	Reserve costs	12,419.95			80.52				0.00				80.52	0.65%	12,339.43							
2	<b>Programme Component 1 "Cultural and linguistic integration"</b>	<b>6,816,349.13</b>	<b>85.00%</b>	<b>5,592,127.22</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>380,998.54</b>	<b>344,956.08</b>	<b>51,743.42</b>	<b>293,212.66</b>	<b>380,998.54</b>	<b>5.59%</b>	<b>6,435,350.59</b>	<b>344,956.08</b>	<b>293,212.66</b>	<b>5.24%</b>	<b>5,298,914.56</b>	<b>606,018.00</b>	<b>2,921,382.00</b>	<b>1,771,514.56</b>
2.1	Programme Component coordinator MoC	148,389.03			0.00				6,234.59				6,234.59	4.20%	142,154.44							
2.2	Overheads	445,929.38			0.00				24,925.27				24,925.27	5.59%	421,004.11							
2.3	Activity 1: Preparation of digital transformation in the field of integration (incl personnel costs)	1,446,121.03			0.00				38,221.51				38,221.51	2.64%	1,407,899.52							
2.4	Activity 2: Inclusion of volunteers in the integration activities (incl personnel costs)	910,648.12			0.00				43,369.04				43,369.04	4.76%	867,279.08							
2.5	Activity 3: Provision of counselling services including in language learning (incl personnel costs)	870,453.10			0.00				87,903.15				87,903.15	10.10%	782,549.95							
2.6	Activity 4: Activities introducing the Estonian cultural space (incl personnel costs)	2,023,214.40			0.00				41,920.04				41,920.04	2.07%	1,981,294.36							
2.7	Activity 5: Provision of media literacy training (incl personnel costs)	971,594.07			0.00				138,424.94				138,424.94	14.25%	833,169.13							
3	<b>Programme Component 2 "Strengthening the social- and child protection services"</b>	<b>6,564,705.00</b>	<b>85.00%</b>	<b>5,385,678.58</b>	<b>22,798.42</b>	<b>21,302.84</b>	<b>3,195.42</b>	<b>18,107.42</b>	<b>265,650.57</b>	<b>240,520.03</b>	<b>36,078.01</b>	<b>204,442.02</b>	<b>288,448.99</b>	<b>4.39%</b>	<b>6,276,256.01</b>	<b>261,822.87</b>	<b>222,549.44</b>	<b>4.13%</b>	<b>5,163,129.14</b>	<b>398,871.00</b>	<b>2,714,388.00</b>	<b>2,049,870.14</b>
3.1	Programme Component coordinator in MoSA	109,012.50			21,306.94				12,042.01				33,348.95	30.59%	75,663.55							
3.2	Activity 1: curricula and professional qualification modification (incl personnel costs)	2,622,140.19			0.00				71,020.01				71,020.01	2.71%	2,551,120.18							
3.3	Activity 2: training and counselling system (incl personnel costs)	3,404,085.63			0.00				165,209.63				165,209.63	4.85%	3,238,876.00							
3.4	Overheads	429,466.68			1,491.48				17,378.92				18,870.40	4.39%	410,596.28							
4	<b>Programme Component 3 "Increasing multicultural competence in the education sector"</b>	<b>6,531,885.12</b>	<b>85.00%</b>	<b>5,358,753.18</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>6,531,885.12</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>5,358,753.18</b>	<b>420,121.00</b>	<b>1,009,709.00</b>	<b>3,928,923.18</b>
4.1	Programme Component coordinator in MoER	102,600.00			0.00				0.00				0.00	0.00%	102,600.00							
4.2	Overheads*	62,765.30			0.00				0.00				0.00	0.00%	62,765.30							
4.3	Activity 1. In-service training for professionals in the education sector (incl personnel costs)	5,572,472.72			0.00				0.00				0.00	0.00%	5,572,472.72							
4.3.1	Activity 1 coordinator in the Education and Youth Board	152,617.50			0.00				0.00				0.00	0.00%	152,617.50							
4.4	Activity 2. Informing, consulting and supporting parents, including parents from different cultural and linguistic backgrounds (incl personnel costs)	641,429.60			0.00				0.00				0.00	0.00%	641,429.60							
5	<b>Programme Component 4 "Strengthening civil society through social innovation."</b>	<b>1,216,022.79</b>	<b>85.00%</b>	<b>997,624.10</b>	<b>95,872.08</b>	<b>89,582.87</b>	<b>13,437.43</b>	<b>76,145.44</b>	<b>128,924.80</b>	<b>116,728.51</b>	<b>17,509.27</b>	<b>99,219.24</b>	<b>224,796.88</b>	<b>18.49%</b>	<b>991,225.91</b>	<b>206,311.38</b>	<b>175,364.68</b>	<b>17.58%</b>	<b>822,259.42</b>	<b>99,340.00</b>	<b>372,973.00</b>	<b>349,946.42</b>
5.1	Programme Component Coordinator in Mol	44,103.97			2,448.54				4,897.09				7,345.63	16.66%	36,758.34							
5.2	Overheads*	79,552.89			6,271.98				8,434.31				14,706.29	18.49%	64,846.60							
5.3	Building civil society competence, raising public awareness and disseminating information on social innovation (incl personnel costs)	1,092,365.93			87,151.56				115,593.40				202,744.96	18.56%	889,620.97							
	<b>TOTAL</b>	<b>22,671,890.11</b>	<b>85.00%</b>	<b>18,600,000.00</b>	<b>212,843.74</b>	<b>198,881.19</b>	<b>29,832.17</b>	<b>169,049.02</b>	<b>810,594.40</b>	<b>733,912.17</b>	<b>110,086.84</b>	<b>623,825.33</b>	<b>1,023,438.14</b>	<b>4.51%</b>	<b>21,648,451.97</b>	<b>932,793.36</b>	<b>792,874.35</b>	<b>4.26%</b>	<b>17,807,125.65</b>	<b>1,636,663.00</b>	<b>7,188,849.00</b>	<b>8,981,613.65</b>

**Information on modifications of the Support Measure approved during the reporting period**

*According to Regulation Article 4.12*

At the meeting held on 11 November 2025, the Steering Committee agreed on a new target for indicator OPI 2.12 and on revised wording for the sources and means of verification for indicators OCIN 1.1 and OCIM (b) 1.1 (for further information, please refer to the protocol).

**Information on non-eligible expenditures during the reporting period**

*Please indicate the amount of non-eligible expenditures during the reporting period. Why are the expenditures non-eligible (for example due to irregularities or because it was agreed during the approval process of the SM that the costs are non-eligible)? Who will finance the non-eligible expenditures?*

No non-eligible expenditures were indicated during the reporting period.

**Information on deductions related to financial corrections (Art 11.4/3 Regulations)**

*In case of a financial correction already paid by Switzerland and deducted in this Reimbursement Request, please indicate the budget item, reporting period in question and provide explanation on the deduction made / refer to irregularity report.*

There are no deductions related to financial corrections.

**Information on advance payments**

*According to Art. 8.3. of the Regulations the Partner State may in exceptional cases agree with Switzerland on advance payments. If these are foreseen in the Support Measure Agreement, describe how the advance payment will be used in the upcoming reimbursement period and provide proof for the execution of the advance payment by the Partner State.*

No advance payments were foreseen.

**Information regarding deviations from financial planning**

*If there is a significant difference between the expenditures planned for this reporting period and the actual expenditures paid by the Paying Authority, justify the deviations. Also explain if the financial planning in this reimbursement request significantly differs from the financial planning in the previous reimbursement requests. If there is a cost overrun per budget item, describe how the additional costs will be covered.*

The main expenditures are expected in 2026 and 2027, once the procurement contracts are signed, their implementation is ongoing, and payments can be made. This will also be the period when universities start issuing certificates for participants who have completed the training. However, these costs will be declared to the Swiss side with a time lag, as only expenditures that have been verified and paid out by the NCU can be declared.

## Operational Progress

Management Costs	
No	Short description of activities undertaken in the reporting period
1.1	<p><b>Personnel:</b> The programme coordinator at the Ministry of Culture manages and coordinates the support measure, carrying out necessary administrative activities, drafting regular reports, ensuring smooth communication between parties, monitoring the overall implementation and timeline, and planning and coordinating programme-related events and meetings. The coordinator is also supported by other employees of the ministry, such as the Head of Foreign Financing and the Communication Advisor. The NCU controls expenditures paid from the support measure.</p>
1.2	<p><b>Meetings, seminars and visits:</b> During the reporting period, the Steering Committee met once, on 11 November 2025. One meeting of the Task Force was held, and a number of written procedures were carried out. In addition, several other meetings took place between the relevant parties in connection with the programme in order to support smooth communication and effective implementation.</p>
1.3	<p><b>Swiss experts and partners:</b> Content-related cooperation with Swiss partner, Bern University of Applied Sciences, took place during the first part of 2025. The second part of 2025 was dedicated to joint planning and development of the action plan for 2026. In 2026, the following activities are planned: conceptual exchanges (written and online), online workshops on specific topics, a joint study trip for Components 1 and 4, co-teaching at Tallinn University, and the involvement of Swiss experts in conferences held in Estonia. An expert from the Bern University of Applied Sciences participated in the Media Literacy Conference in Rakvere on 23 October 2025.</p>
1.4	<p><b>Information and communication:</b> Within the reporting period, the Ministry of Culture participated in the Opinion Festival, an annual public debate event held since 2013, and was responsible for organising the cultural diversity area of the festival. Among other topics, a discussion related to activities implemented by the National Library under Component 1 of the programme was held, focusing on critical thinking, media consumption, and trust in information among people with different linguistic and cultural backgrounds. Before and after the event, articles providing an overview of the discussions were published on the website of the Ministry of Culture. Social media posts about the event were issued. Social media post about the Steering Committee meeting was done. In communication activities the coordinator is supported by the Communication Adviser of the ministry.</p>
1.5	<p><b>Reserve costs:</b> No reserve costs were used during the reporting period.</p>
<b>Estimated cumulative physical progress (%)</b>	
N/A	

Programme Component 1 "Cultural and linguistic integration"	
No	Short description of activities undertaken in the reporting period
2.1	<p><b>Programme Component coordination (MoC):</b> During the reporting period, the focus was on implementing the activities agreed in the detailed Action Plan for 2025. By the end of the autumn, the detailed Action Plan for 2026 was elaborated.  The Component 1 team actively participated in regular meetings, including online workshops with the Bern University of Applied Sciences, as well as meetings of the Support Measure Steering Committee and Task Force. These meetings enable the exchange of information and experience and ensure coordinated action.</p>
2.3	<p><b>Activity 1: Preparation of digital transformation in the field of integration:</b> In the first half of 2025, the primary focus was on preparing the first procurement procedure. The objective of the procurement is to analyze existing systems and environments in order to gain an overview of how current services and solutions support integration into Estonian society, as well as to identify necessary changes for improving this support. The implementation period of the work is six months from the signing of the contract, which began in autumn 2025, therefore the results will be available in Spring 2026. Q4 of 2025 saw the commencement of the activities under the analysis of digital environments, which entailed regular collaboration with the service provider and different stakeholders involved with the platforms that are being analysed. In parallel, a "Digital Solutions for Integration" working group was established in 2025, bringing together experts in migration and integration from across Estonia. The working group held two meetings in the second half of 2025 to gather diverse input for the potential development of digital tools. To ensure that proposed solutions reflect actual user needs, the ideas generated were validated through online questionnaires and focus group interviews conducted in English and Russian with the target audience. Feedback from participants of the working group as well as the focus groups was highly positive, particularly regarding the inclusive approach taken by the Integration Foundation. All the steps were well documented, and two detailed reports of the working group's meetings were produced to ensure transparency and provide a reference for future work. The working group's contributions will play a key role in achieving output OPI 1.15 (creation of digital tools) during 2026 and onwards. Furthermore, the nature of the working group's activities directly contributed to OCIM(a) 1.1 goals, hence achieving the 20% fulfillment goal for the year. Additionally, in autumn 2025, a Business Analyst was recruited to support the Project Manager in achieving the objectives of Activity 1 for 2026 and beyond. This need arose as the concepts for digital development became clearer during the processes outlined above, highlighting the necessity for additional expertise focused on the IT and technical aspects of future developments.</p>
2.4	<p><b>Activity 2: Inclusion of volunteers in the integration activities:</b> Activities continued to create an organizational model for volunteer involvement. In-house discussions were held on volunteer involvement topics. The discussion addressed the significance of volunteer involvement for society, organizations, and participants, as well as the benefits that such contributions provide to volunteers. In addition, engagement events for volunteers already contributing were held at the foundation to gather input on the expectations and needs of volunteers. Additional meetings were held and agreed with organizations that have involved volunteers. In addition, a tender for basic training for the volunteer e-course was prepared, which was announced at the end of the third quarter. Cooperation with the research partner for the "Study of Volunteer Involvement Practices in the Integration Field" continued. The study was completed in November.  Preparations were made for the involvement of volunteers in the Integration Conference. 10 people contributed as volunteers at the conference. A cooperation meeting was held with experts in the field of volunteers of the Swiss-Lithuanian Cooperation Programme. INSA and Praxis completed a study "Volunteer Involvement Practices in the Integration Field", which was presented both at the Integration Conference on 12.11 and at a separate seminar introducing the study on 13.11, to which cooperation partners and volunteers were invited. In addition to the longer presentation of the study, discussions were also held in round tables, where feedback was given on the volunteer involvement practices of different systems and their applicability in Estonian conditions was assessed. A partner for the public procurement "Creation of a basic module for an e-course training aimed at volunteers" was selected, with whom a contract was signed and cooperation began to create the e-course. In cooperation with partner Mondo, volunteer seminar was held on 5 December on the occasion of Volunteer Day, during which 14 people were trained on the topic "Encounters between cultures".  In December, cooperation began with a partner who, in cooperation with the volunteer project manager and field managers, will help to flesh out the volunteer application model (including writing instructions, etc.).</p>

2.5	<p><b>Activity 3: Provision of counselling services including in language learning:</b></p> <p>During the second half of 2025, independent language learning counselling and peer counselling services were piloted and actively tested. Individual counselling sessions began in September 2025, resulting in 58 individual sessions conducted by the end of the year. In addition, one group counselling session was organised in December, with 35 participants. In total, 93 counselling sessions were delivered in 2025, of which 74 participants were migrants and forcibly displaced persons.</p> <p>Alongside service delivery, the counselling framework was developed and refined based on real-world customer feedback. Two counsellors, together with the project manager, worked closely with the wider counselling team at the Integration Foundation to co-develop the services. Counselling sessions were recorded (with consent) for analysis, and counsellors met regularly in working groups to share experiences and improve service quality.</p> <p>User needs research was initiated in cooperation with an external partner in October 2025 but was not fully completed within the year and will continue into early 2026. Counselling services became available to the target group via the self-service portal (people can sign up for counselling session and attend in person or via Zoom call), and early participant feedback has been positive.</p> <p>In December 2025, one counsellor training session on coaching-based counselling methods was conducted, with 17 counsellors participating. Additional study materials and professional literature were acquired to support counsellor skill development.</p> <p>Communication activities included producing Swiss–Estonian cooperation stickers for study materials and updating visual and audio content related to the counselling service information phone line, which became effective from 1 January 2026.</p>
2.6	<p><b>Activity 4: Activities introducing the Estonian cultural space:</b></p> <p>The public procurement for the provision of activities introducing the Estonian cultural space, announced in the second quarter, failed as no tenders were received. A new call for tenders was launched in the third quarter, in September 2025. The new tender for the provision of activities introducing the Estonian cultural space was successful. In total four contracts were signed with 2 different partners, and the first groups started already in December 2025.</p> <p>In the third quarter, the outdoor cinema of the film programme introducing the Estonian cultural and customs space took place in Ida-Viru County, with a total of 9 sessions. In the 4th quarter, the film program's indoor cinema sessions took place in Ida-Viru County, with a total of 8 sessions. The sessions were organized by Ida-Viru Enterprise Center. The sessions took place in Jõhvi Apollo cinema and Narva Estonian Gymnasium. A total of 367 participants attended the sessions.</p> <p>A partner (MoveMyTalent OÜ) was found for organizing cultural sensitivity seminars for representatives of organisations providing services to people with different linguistic and cultural backgrounds living in Estonia (including museums, libraries, theatres, folk culture societies, hobby schools, etc.). In November 2025, two cultural sensitivity seminars took place, the aim of which was to raise the awareness of organisations providing services to people from different linguistic and cultural backgrounds about adaptation and integration topics and cultural diversity. There are also opportunities to introduce Estonia's cultural and customs space during their activities. There was one contact seminar (in Tallinn) and one webinar. A total of 44 people participated in the seminars.</p> <p>In the fourth quarter, a procurement was prepared and announced to organize study visits for people from different linguistic and cultural backgrounds across Estonia by 2026. They will be introduced to the cultural and customs space of Estonia. The study visits start in Ida-Viru County and Northern Estonia. The evaluation of the tender resulted in the award of 2 contracts.</p>
2.7	<p><b>Activity 5: Provision of media literacy training:</b></p> <p>During the period 1 July – 31 December 2025, the project made significant progress in developing and piloting media-literacy services. The Digital Skills Guidebook was finalised in Estonian and Russian, a multilingual MeediaRadar website was created, and an online educational game on conspiracy theories was developed with expert input. A network of 40 media professionals was established, and 6 events for multilingual communities were organised in different formats, reaching 143 participants. Libraries and community centres were engaged through three regional meetings (Tallinn, Haapsalu, Kuressaare) and media education conference in Rakvere, helping strengthen their capacity to work with diverse audiences. Communication activities included ERR media coverage, targeted social-media outreach and updates to partners through newsletters and direct contact. Overall, the second half of 2025 marked the transition from preparation to active delivery, with clear early results in materials, outreach, and user engagement.</p>
<p><b>Estimated cumulative physical progress (%)</b> N/A</p>	
<p><b>Programme Component 2 "Strengthening the social-and child protection services"</b></p>	
<p><b>No Short description of activities undertaken in the reporting period</b></p>	
3.1	<p><b>Programme Component coordination (MoSA):</b></p> <p>In 2025, the component started its activities at full strength. During the reporting period, activities were implemented according to the agreed action plan.</p> <p>The Component 2 team actively participated in regular meetings, including online workshops with the Bern University of Applied Sciences, PO and NCU as well as meetings of the Support Measure Steering Committee and Task Force. These meetings enable the exchange of information and experience and ensure coordinated action.</p> <p>For future updates to curricula, MoSA plans to involve universities and vocational schools as partners during the next phase of the activities, starting in the 1st half of 2026.</p>
3.2	<p><b>Activity 1: curricula and professional qualification modification:</b></p> <p>There were two major pieces of work undertaken during the reporting period that form the basis for future activities:</p> <ul style="list-style-type: none"> <li>-creating the competence profile framework for social sector</li> <li>-preparing the procurement of qualification principles</li> </ul> <p>A <b>social sector competence profile framework</b> solution was achieved, representing a key milestone in the overall process. The creation of the framework is an essential prerequisite for ensuring that social sector occupational competence profiles are developed on a unified basis, follow common agreements, and that the development of new profiles in the future becomes faster and more streamlined. Therefore, the creation of the framework constitutes indispensable preparatory work. The competence profiles of social sector professions will be the basis for curricula development activities.</p> <p>Social sector competence framework was developed in cooperation with the Ministry of Education and Research and the Estonian Qualifications Authority. The action was led by the Estonian Social Work Association (ESWA) based on the terms of reference of the Ministry of Social Affairs. It will be published and presented in January 2026.</p> <p>The terms of reference and technical description of the procurement of <b>qualification principles</b> were prepared in Nov 2025. The objective of the action is to streamline and update the qualification principles for professions in the social sector and, based on these, to develop profession-specific proposals for amending qualification requirements, as well as to define the need for and level of requirements for professions where such requirements have not previously been established. The activities themselves are planned in 2026.</p>

	<p>ESWA piloted a <b>digital professional qualification examination</b> for care workers (levels 3 and 4) with 27 participants, who achieved an average score of 83 out of 96. Previously, the qualification examination was based on self-analysis; however, concerns arose regarding its reliability due to suspected use of artificial intelligence-based solutions in the preparation of submissions.</p> <p>In order to engage educational institutions for updating their curricula, conditions for <b>involving higher education institutions and vocational schools as project partners</b> were prepared. To this end, a research-based analysis of curriculum development needs was conducted, and a survey was carried out among educational institutions in the field, to which nine institutions responded. In addition, a cooperation meeting was held with 11 educational institutions that provide curricula in the sector. The schools will be involved to the activities in the 1st / 2nd quarter of 2026.</p> <p>The needs related to designing a <b>workforce inclusion programme</b> (for people from different language and cultural backgrounds) for the social sector were identified, and preparations are underway to proceed with a procurement foreseen in the 2026 work plan.</p> <p>Regarding <b>public awareness campaign highlighting new possibilities and positive changes</b> in social care- and child protection studies and work environment, initial brainstorming and preparations were made, and it was decided that the campaign will not be carried out on such a large scale as it was originally planned. The exact decision how to go on with public awareness campaign activities will be decided in the first half of 2026. Preparation will be in the second half of 2026, and real activities begin in 2027.</p> <p>There were <b>2 study trips</b> in 2025 - in spring to Switzerland to learn about Swiss social sector (curricula development, overall social sector system, support for workforce etc) and in autumn to Ireland (focus was on child protection system, supporting child protection specialist and learning possibilities of child protection specialists).</p>	
3.3	<p><b>Activity 2: training and counselling system:</b></p> <p>Since Social Insurance Board (SIB) is a national provider of further training in social field, an internal <b>mapping of training activities</b> at the SIB was conducted, and a nationwide continuing education study is planned for 2026–2027. A prototype of <b>feedback and evaluation system for trainings was developed and tested</b> to improve the quality of sectoral training by creating a systematic approach to training provision. Pre- and post-training questionnaires assess the acquisition of skills, and follow-up surveys conducted six months later among specialists and employers provide input on the application of skills in the work environment.</p> <p><b>Training programmes were launched</b> by ESWA, including “Ethics and Self-Care and Culturally Sensitive Communication” and “Smart Use of AI in Social Welfare” (altogether 149 participants). SIB also developed training programmes, the e-course “Introduction to Adult Education” (actual training begins in 2026) and delivered the face-to-face training “Conducting Difficult Conversations” (48 participants) for professionals working in the field of child protection. Altogether there were <b>4 new training programmes developed and 197 participants in the trainings</b> of whom 85 work with adults and 112 work with children.</p> <p>In the context of developing <b>support and counselling systems for social sector workers</b>, two podcasts were produced by ESWA: “Self-Care for Helpers – Who Helps the Helper?” and “Social Work as an Invisible Pillar Holding Society Together.” ESWA also initiated the development of the “Tips Corner” (“Nipinurk”) section on its website, aimed at providing practical tools and self-development resources for professionals in the sector. “Master Workshops” were organised to <b>disseminate best practices in the field</b>, including: “How to Create a Wellbeing Plan?”, “Out-of-the-Box Opportunities in Local Social Work”, “Masterful Caring”, “Self-Healing through the Energy Flow of Nature”, and “Supervision, Coaching and Psychodrama in Work with Clients with Mental Disorders, their Families and the Professionals Working with them.”</p> <p>ESWA also carried out a <b>study trip to Finland</b> that focused on the support system of specialists.</p> <p>In cooperation with the Ministry of Finance, a <b>video-based tool for social workers</b> was developed in the minuraha.ee environment to support target groups experiencing financial difficulties in <b>improving their financial literacy</b>.</p>	
<b>Estimated cumulative physical progress (%)</b>		N/A
<b>Programme Component 3 “Increasing multicultural competence in the education sector”</b>		
	<b>Short description of activities undertaken in the reporting period</b>	
4.1	<p><b>Programme Component coordination (MoER):</b></p> <p>During the reporting period, activities were implemented according to the agreed action plan. Partnership agreements with universities were concluded.</p> <p>The Component 3 team actively participated in regular meetings, including online workshops with the Bern University of Applied Sciences, as well as meetings of the Support Measure Steering Committee and Task Force. These meetings enable the exchange of information and experience and ensure coordinated action.</p>	
4.3	<p><b>Activity 1. In-service training for professionals in the education sector:</b></p> <p>In 2025, three in-service training programs were completed. In the second half of 2025, 54 professionals in the education sector acquired knowledge and skills necessary for working in multicultural environments. Altogether, 64 participants registered for the trainings, of whom 54 completed the programs, resulting in a completion rate of approximately 84%. Based on the immediate feedback from two trainings available at the time of reporting, 94% of participants have acquired the necessary knowledge and skills to work in multicultural environments and are ready to apply them when working with individuals from different linguistic and cultural backgrounds. This indicates the achievement of OCIM Indicator 2.1 at the level of knowledge acquisition and readiness.</p> <p>Although six months have not yet passed since the completion of the trainings at the time of submitting the report and it is therefore not possible to assess long-term impact, the high level of satisfaction, completion rate, and participants’ readiness to apply the acquired knowledge indicate that the achievement of the intended impact is likely.</p>	
4.4	<p><b>Activity 2. Informing, consulting and supporting parents, including parents from different cultural and linguistic backgrounds:</b></p> <p>In November 2025 a focus group interview was conducted to map the experiences and expectations of parents whose mother tongue is Estonian and whose children study together with peers from different linguistic and cultural backgrounds. Based on the results of the focus groups, an analytical report entitled “Supporting Social Inclusion in a Multicultural Classroom” was prepared, highlighting practical observations and ideas on how to strengthen social inclusion in the school environment. During the reporting period, four training programs were implemented, consisting of a total of 12 seminars. Each training program consisted of three face-to-face sessions with parents. The programs were targeted at parents living in multicultural and multilingual environments and focused on developing parenting competences, supporting children’s development, and strengthening cooperation between schools and families. In addition to face-to-face trainings, an additional format of trainings was developed to reach an even wider group of parents with new knowledge and practical skills – video lectures. Within the framework of the Swiss–Estonian Cooperation Programme, eight inspiring and practical video lectures were produced to support parents in guiding their child’s development in a multilingual and multicultural environment. The aim of the video lectures is to provide essential information in a flexible and accessible way, taking into account parents’ diverse life situations and schedules. This format also makes it possible to reach parents who are unable or unwilling to participate in in-person trainings and to offer them support at a time that suits them best. Video lectures allow parents to learn at their own pace and support the application of acquired knowledge in everyday life, thereby increasing the overall impact and sustainability of the activities. The video lectures address important topics ranging from children’s emotional well-being to the role of parents in supporting children through changes, such as adapting to a new environment or coping with traumatic experiences. One new video is published each month. Within Activity 2, a communication agency, PR Partner, has been engaged to support the implementation of activities aimed at parents. With the support of the agency, a communication strategy titled “Õpime koos” (“Let’s Learn Together”) and a detailed communication plan for the period from October 2025 to January 2027 have been developed. The purpose of engaging a communication partner is to enhance the visibility of the programme, increase awareness among target groups, and support an increase in participation rates.</p>	
<b>Estimated cumulative physical progress (%)</b>		N/A
<b>Programme Component 4 “Strengthening civil society through social innovation.”</b>		

No	Short description of activities undertaken in the reporting period
5.1	<p><b>Programme Component coordination (Mol):</b>            During the reporting period, the majority of activities were implemented in line with the agreed action plan for 2025. By the end of the year the detailed Action Plan for 2026 was elaborated.</p> <p>The Component 4 team actively participated in regular meetings, including online workshops with the Bern University of Applied Sciences, as well as meetings of the Support Measure Steering Committee and Task Force. These meetings enable the exchange of information and experience and ensure coordinated action.</p>
5.3	<p><b>Building civil society competence, raising public awareness and disseminating information on social innovation:</b>            The second half of 2025 focused on continuation of preparations for various procurements for the activities. Procurement for creating and delivering social hackathons and incubation programmes was delivered with the result of 16 organisations registering for the procurement and 7 tenders submitted to both by the deadline. Thorough evaluation was being carried out; the procurement ranking and winner were being confirmed. The contract will be signed in the beginning of 2026.</p> <p>Procurement documents package for providing coaching for organisations in various areas of social innovation and for social enterprises was being composed according to the mapping in the first half of the year. Additional market research was carried out to receive more information for the documents and open the procurement in the very beginning of 2026. Procurement documents package of creating and delivering a tailor-made training programme for consultants and advisers was being composed according to the mapping in the first half of the year. Procurement is going to be opened at the very beginning of 2026.</p> <p>The procurement documents for the broadcast series were prepared. The broadcast series are planned to be filmed, recorded, and produced in 2026 and 2027.</p> <p>To promote awareness of social innovation, a podcast concept was created; two episodes were released, highlighting different aspects of social innovation. To actively involve the audience, a naming competition was held, resulting in the podcast being called 'Mõjulood' (Stories of Impact). Recording and releasing episodes is going to continue through 2026 and 2027. To better engage with the audience on social media, a series of short videos were developed alongside the podcast. The series features three types of content: thematic introductions, podcast excerpts, and videos showcasing participants in activities. These videos are mainly shared on Facebook and Instagram, with a total of seven short videos released in 2025.</p>
	<p>Workshops on best practices from the Nordic countries on the inclusion of new immigrants using social innovation and social entrepreneurship methods are going to be delivered in 2026 instead of 2025. Much of the pre-preparations were made by creating connections, gathering contacts and information about the best-case practises from international events and study visits.</p> <p>First study visit in Estonia was held on 28-29 of October delivered in South of Estonia. 22 participants and 2 organisers from Estonian public, business and private sectors were brought together to learn about social innovation and get to know more about Estonian social initiatives, also creating and strengthening the connections within the area of social innovation. All the feedback from the participants and the experiences of the first study visits are going to being used as the input for the delivery of two similar study visits organised in 2026.</p> <p>Regarding the handbook on social innovation initial analysis of the existing materials was finished and the action plan for composing and disseminating of the manual was prepared. Before composing the handbook, an expert will be involved in assessing the concept and if needed, the concept will be supplemented accordingly. Initial testing of the best practices prototype was carried out, enabling progression to the next testing phase with additional examples in line with the concept and the further development of the database to gather input from a wider range of sectors.</p> <p>Information on social innovation was regularly disseminated in various ways using Facebook, LinkedIn, Instagram, the website and the social innovation newsletter, and in addition, social innovation related information was shared on employee's personal profiles. The social innovation subpage on the NFCS website was further developed, including by creating and adding a frequently asked questions section. The Wikipedia page on social innovation was made. An initial communication plan was updated, as well as mapping target groups, objectives, key messages, channels and formats, success metrics, posting instructions, languages, style and tone, and content format.</p>
	<p>The project manager introduced the project activities and the state of social innovation in Estonia at virtual and physical international events. To support the emergence and development of networks supporting social innovation, an action plan with objectives, content, and format was updated continuously. In the direction of policymaking, the ecosystem actors were being continually mapped; an action plan and a contact database were updated.</p> <p>All team members participated in several thematic trainings and events in Estonia and internationally, including the European Social Fund + Social Innovation Community of Practice study tour in Sweden, the Social Innovation Forum 2025 in Brussels, Belgium, and activities within the SERIGO rural social innovation network. These engagements supported the exchange of experiences and knowledge, the identification of speakers for events and activities, the establishment of connections with international experts, and steps toward ensuring the sustainability of activities.</p> <p>In addition, to support short- and long-term sustainability, the project manager contributed to the development of the Ministry of the Interior's science, development, and innovation strategy for the 2030 government area, the preparation of the next ESF+ programming period, participated in the Ministry of the Interior's science, development, and innovation working group, the ESF+ social innovation mid-stage competence centres working group, and received the invitation to join the Global Government Council for Social Innovation.</p>
<b>Estimated cumulative physical progress (%)</b>	N/A

## Programme Characteristics

To be filled in by Programme Operator										To be filled in by Switzerland (see SAP characteristics)					To be filled in by Switzerland (see SAP characteristics)						
No	Programme Component Name	Swiss Contribution CHF	Specific Objective	Thematic Area	(in-country) Geographic Focus	Name Programme Component Operator	Type of entity	Planned duration		Sector 1	Sector 2 (SDC only)	Sector 3 (SDC only)	PM Support RIO CC Adaptations	PM Support RIO CC mitigation	PM Support RIO CC desertification	PM Support Social Inclusion	PM Gender	PM Governanc e	PM Disabilities	PM Digitalisatio n	PM Support RIO biodiversity
PSP/PA	maximum 40 characters	in CHF	according to Art. 2.2 Regulations	according to Art. 2.4 Regulations				Start	End	use title, not code	use title, not code	use title, not code									
1	Management Costs	1,265,816.92	Migration / Public Safety	Migration & Integration	national coverage	Ministry of Culture	National administration	01/06/24	31/08/28	Democratic participation	Public sector policy and administrative management		Not targeted	Not targeted	Not targeted	Principal	Not targeted	Not targeted	Not targeted	Significant	Not targeted
2	Programme Component 1 "Cultural and I	5,592,127.22	Migration / Public Safety	Migration & Integration	national coverage	Ministry of Culture	National administration	01/06/24	31/08/28	Democratic participation	Public sector policy and administrative management		Not targeted	Not targeted	Not targeted	Principal	Not targeted	Not targeted	Not targeted	Significant	Not targeted
3	Programme Component 2 "Strengthening	5,385,678.58	Migration / Public Safety	Migration & Integration	national coverage	Ministry of Social Affairs	National administration	01/06/24	31/08/28	Democratic participation	Public sector policy and administrative management		Not targeted	Not targeted	Not targeted	Principal	Not targeted	Not targeted	Not targeted	Significant	Not targeted
4	Programme Component 3 "Increasing mu	5,358,753.18	Migration / Public Safety	Migration & Integration	national coverage	Ministry of Education and Research	National administration	01/06/24	31/08/28	Education			Not targeted	Not targeted	Not targeted	Principal	Not targeted	Not targeted	Not targeted	Significant	Not targeted
5	Programme Component 4 "Strengthening	997,624.10	Migration / Public Safety	Migration & Integration	national coverage	Ministry of Interior	National administration	01/06/24	31/08/28	Democratic participation	Public sector policy and administrative management		Not targeted	Not targeted	Not targeted	Principal	Not targeted	Not targeted	Not targeted	Significant	Not targeted

Swiss-Estonian Cooperation Programme  
Supporting Social Inclusion / Reimbursement Request No. 2

**Procurement Plan**

*To be filled in by Programme Operator*

Programme Component or Project Ref. No	Contract Name	If applicable, planned deadline for submitting documentation to Swiss "non objection"	Launch of tender planned	Tender notice will be submitted to Swiss side before publication	English translation of tender documents will be made available to bidders	Actual launch of tender (publication of tender notice)	Contract signature planned	Actual contract signature	Contract completion planned	Actual contract completion	Initially estimated costs		Actual costs based on signed contracts		Contractor	Expenditures incurred based on signed contracts		Comments
											EUR	CHF	EUR	CHF		EUR	CHF	
		quarter / year	quarter / year	yes/no	yes/no	date	quarter / year	date	quarter / year	date	EUR	CHF	EUR	CHF	name	EUR	CHF	status/ appeals/ cancelling or repetition of tender (incl. reason)/ numbers of bidders and rejected bids/risks/ irregularities related to the tender/ difficulties with the the Contractor/ suspension of works etc.
Programme Component 1 "Cultural and linguistic integration"	Development and implementation of digital tools	IV/2026	IV/2026	yes	no		I/2027		IV/2027		300,000	289,553						
Programme Component 1 "Cultural and linguistic integration"	Development and implementation of digital tools	I/2027	II/2027	yes	no		II/2027		I/2028		300,000	289,553						
Programme Component 1 "Cultural and linguistic integration"	Development and piloting a volunteer programme I (E-learning course for volunteers - base module)	IV/2025	IV/2025	yes	no	29/09/2025	IV/2025-I/2026	12/15/2025	III/2026		80,000	77,214	63,085	60,888	AS BCS Koolitus			Three bids were submitted. Two of them were rejected as they did not comply with the conditions set out in the procurement documents. A comprehensive report describing the procurement process, including the assessment, was submitted to the SCO on 21 January 2026.
Programme Component 1 "Cultural and linguistic integration"	Development and piloting a volunteer programme II (E-learning course for volunteers - complementary module)	III/2026	II/2027	yes	no		II/2027		IV/2027		75,000	72,388						
Programme Component 1 "Cultural and linguistic integration"	Implementation of activities introducing Estonian culture and customs space	III/2025	III/2025	yes	no	23.09.2025	IV/2025		I/2027		524,000	505,752						The procurement was divided into four lots. One bid was submitted for Lots 1, 3, and 4, and two bids were submitted for Lot 2. All bids complied with the conditions set out in the procurement documents. A comprehensive report describing the procurement process, including the assessment, was submitted to the SCO on 21 January 2026. As a result of the evaluation process, the contracts were awarded as described in the rows below.
								18.11.2025	II/2027		157,200	151,726	153,990	148,627	Targa Eesti Instituut OÜ			Lot 1 of procurement Implementation of activities introducing Estonian culture and customs space
								18.11.2025	II/2027		235,800	227,588	219,450	211,808	Immischool-Uusimmigrantide Koolituskeskus OÜ			Lot 2 of procurement Implementation of activities introducing Estonian culture and customs space
								18.11.2025	II/2027		78,600	75,863	74,988	72,376	Targa Eesti Instituut OÜ			Lot 3 of procurement Implementation of activities introducing Estonian culture and customs space
								18.11.2025	II/2027		52,400	50,575	50,992	49,216	Targa Eesti Instituut OÜ			Lot 4 of procurement Implementation of activities introducing Estonian culture and customs space
Programme Component 1 "Cultural and linguistic integration"	Development and providing activities to introduce Estonian cultural space and increase social connections	II-III/2026	III/2026	yes	no		IV/2026		I-II/2028		575,000	554,976						



## Deckblatt Rechnung E-Billing / Coversheet Invoice E-Billing

### Buchungsinformationen / Booking information

Referenz-Nummer / Reference Number	REF-1006-66300
Projektnummer / Support Measure Identification Code	7F-10699.01
Kreditorennummer / Creditor Number	1000643543
Name des Kreditors / Creditor's name	Ministry of Finance of the Republic of Estonia
Strasse / Street	Suur-Ameerika 1
PLZ, Ort / Zip code and place	10122 Tallinn
Währung / Currency:	CHF
Betrag / Reimbursement requested from Switzerland	623,825.33
Aufteilung nach Programmkomponente / Breakdown by programme component	
Management Costs	26,951.41
Programme Component 1 "Cultural and linguistic integration"	293,212.66
Programme Component 2 "Strengthening the social-and child protection services"	204,442.02
Programme Component 3 "Increasing multicultural competence in the education sector"	0.00
Programme Component 4 "Strengthening civil society through social innovation."	99,219.24

### Zahladresse / Account details

Kontoinhaber / bank account holder (if different from creditor name)	Ministry of Finance of the Republic of Estonia
IBAN-Nr.:	EE891010220034796011
SWIFT:	EEUHEE2X
Reference:	2550081357
Bankbezeichnung / Name and address of the bank	SEB, Tornimäe 2, 15010 Tallinn, Estonia