

**Reimbursement Request No. 1****Supporting Social Inclusion****Instructions****Estonia****A. Basic information**

Support Measure Title	<b>Supporting Social Inclusion</b>		
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 6/1/2024	to 6/30/2025	
Reimbursement Request No	1		
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 1.070	Date of exchange rate	9/15/2025

**B. Amount requested by the Paying Authority**

Total amount requested	212,843.74	EUR	198,881.19	CHF
National co-financing	31,926.55	EUR	29,832.17	CHF
Deductions (according to Regulations 11.4/3)	0.00	EUR	0.00	CHF
<b>Swiss co-financing = Reimbursement by CH</b>	<b>180,917.19</b>	<b>EUR</b>	<b>169,049.02</b>	<b>CHF</b>

**C. Available amount from the Swiss Contribution**

Maximum Swiss Contribution	18,600,000.00	CHF	100.00%
Cumulative amount received from Switzerland	0.00	CHF	0.00%
Available amount before the current reimbursement	18,600,000.00	CHF	100.00%
Total amount of current reimbursement request	169,049.02	CHF	0.91%
<b>Remaining amount after the current reimbursement</b>	<b>18,430,950.98</b>	<b>CHF</b>	<b>99.09%</b>

**D. Certification and approval of Reimbursement Request****Executing Agency: Programme Operator**

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: Kristiina Alliksaar

Position: Secretary General

Place, date and signature	digitally signed
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**National Coordination Unit**

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	
<ul style="list-style-type: none"><li>(i) that the information and financial data provided in this Reimbursement Request has been thoroughly reviewed and found to be correct, reliable and accurate;</li><li>(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;</li><li>(iii) that all payments declared have actually been made in the indicated (or exceptionally previous) reporting period;</li><li>(iv) the compliance with state aid rules of all activities performed in the reporting period.</li></ul>	

Name: Urmo Merila	Position: Deputy Director General
Date and signature	digitally signed

**Paying Authority**

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

- (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;
- (ii) to have received sufficient information for the certification of the Reimbursement Request;
- (iii) to have checked the compliance of the Reimbursement Request with the information available to the Paying Authority;
- (iv) that the co-financing of the Partner State has been provided in accordance with the relevant Support Measure Agreement;
- (v) that based on the information available to the Paying Authority no double-financing could be identified;
- (vi) that recoverable VAT is not included in the Reimbursement Request as eligible expense.

**The bank details for reimbursement are as follows:**

Beneficiary: Ministry of Finance of the Republic of Estonia

IBAN: EE891010220034796011

SWIFT: EEUHEE2X

Reference: 2550081357

Name: Karin Viikmaa	Position: Head of the Grants Payment Department
Date and signature	digitally signed

## Financial Progress

## Instructions

BUDGET				REPORTING PERIOD 1:		6/1/2024	6/30/2025	CUMULATIVE DATA						PLANNING				
No	Budget items	EUR	%	CHF	EUR	CHF	CHF	CHF	EUR	% of Budget spent	Total remaining Budget	Eligible Expenditures 100%	Swiss contribution (co-financing)	% of Swiss Contribution spent	Total remaining Swiss contribution	CHF	CHF	CHF
	Exchange rate CHF/EUR	1.036			1.070													
1	Management Costs	1,542,928.07	85.00%	1,265,816.92	94,173.24	87,995.48	13,199.32	74,796.16	94,173.24	6.10%	1,448,754.83	87,995.48	74,796.16	5.91%	1,191,020.76	0.00	178,847.00	300,000.00
1.1	Personnel	692,732.00			60,048.06				60,048.06	8.67%	632,683.94							
1.2	Meetings, seminars and visits	140,000.00			3,253.87				3,253.87	2.32%	136,746.13							
1.3	Swiss experts and partners	543,776.11			0.00				0.00	0.00%	543,776.11							
1.4	Information and communication	154,000.01			30,790.79				30,790.79	19.99%	123,209.22							
1.5	Reserve costs	12,419.95			80.52				80.52	0.65%	12,339.43							
2	Programme Component 1 "Cultural and linguistic integration"	6,816,349.13	85.00%	5,592,127.22	0.00	0.00	0.00	0.00	0.00	0.00%	6,816,349.13	0.00	0.00	0.00%	5,592,127.22	0.00	1,461,184.00	2,524,697.00
2.1	Programme Component coordinator MoC	148,389.03			0.00				0.00	0.00%	148,389.03							
2.2	Overheads	445,929.38			0.00				0.00	0.00%	445,929.38							
2.3	Activity 1: Preparation of digital transformation in the field of integration (incl personnel costs)	1,446,121.03			0.00				0.00	0.00%	1,446,121.03							
2.4	Activity 2: Inclusion of volunteers in the integration activities (incl personnel costs)	910,648.12			0.00				0.00	0.00%	910,648.12							
2.5	Activity 3: Provision of counselling services including in language learning (incl personnel costs)	870,453.10			0.00				0.00	0.00%	870,453.10							
2.6	Activity 4: Activities introducing the Estonian cultural space (incl personnel costs)	2,023,214.40			0.00				0.00	0.00%	2,023,214.40							
2.7	Activity 5: Provision of media literacy training (incl personnel costs)	971,594.07			0.00				0.00	0.00%	971,594.07							
3	Programme Component 2 "Strengthening the social-and child protection services"	6,564,705.00	85.00%	5,385,678.58	22,798.42	21,302.84	3,195.42	18,107.42	22,798.42	0.35%	6,541,906.58	21,302.84	18,107.42	0.34%	5,367,571.16	0.00	1,565,421.00	2,262,110.00
3.1	Programme Component coordinator in MoSA	109,012.50			21,306.94				21,306.94	19.55%	87,705.56							
3.2	Activity 1: curricula and professional qualification modification (incl personnel costs)	2,622,140.19			0.00				0.00	0.00%	2,622,140.19							
3.3	Activity 2: training and counselling system (incl personnel costs)	3,404,085.63			0.00				0.00	0.00%	3,404,085.63							
3.4	Overheads	429,466.68			1,491.48				1,491.48	0.35%	427,975.20							
4	Programme Component 3 "Increasing multicultural competence in the education sector"	6,531,885.12	85.00%	5,358,753.18	0.00	0.00	0.00	0.00	0.00	0.00%	6,531,885.12	0.00	0.00	0.00%	5,358,753.18	0.00	564,183.00	861,394.00
4.1	Programme Component coordinator in MoER	102,600.00			0.00				0.00	0.00%	102,600.00							
4.2	Overheads*	62,765.30			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%	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%	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%	641,429.60							
5	Programme Component 4 "Strengthening civil society through social innovation."	1,216,022.79	85.00%	997,624.10	95,872.08	89,582.87	13,437.43	76,145.44	95,872.08	7.88%	1,120,150.71	89,582.87	76,145.44	7.63%	921,478.66	0.00	383,620.00	328,132.00
5.1	Programme Component Coordinator in Mol	44,103.97			2,448.54				2,448.54	5.55%	41,655.43							
5.2	Overheads*	79,552.89			6,271.98				6,271.98	7.88%	73,280.91							
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				87,151.56	7.98%	1,005,214.37							
	TOTAL	22,671,890.11	85.00%	18,600,000.00	212,843.74	198,881.19	29,832.17	169,049.02	212,843.74	0.94%	22,459,046.37	198,881.19	169,049.02	0.91%	18,430,950.98	0.00	4,153,255.00	6,276,333.00

**Information on modifications of the Support Measure approved during the reporting period***According to Regulation Article 4.12*

1) There was one budgetary modification during the reporting period in Component 1. An amount of 56 811 EUR was reallocated from budget item 2.1 "Programme Component coordinator MoC" to budget item 2.7 "Activity 5: Provision of media literacy training (incl personnel costs)". As the reallocation between budget items within the same component was less than 20% of the initial budget of the Programme Component and below 100 000 CHF, and as it does not contradict with the agreed outputs and outcomes of the Programme nor change its duration, the modification was approved by the Programme Operator. This is in accordance with Article 6 of the Support Measure Agreement art. 6 and Article 4.12 paragraph 4.a of the Regulations.

2) The first steering committee meeting was held on 16 October 2024. The meeting decided on the minimum set of basic characteristics to be collected and the disaggregation to be done in indicators (for further information, please refer to the protocol).

3) The logframe was changed by Steering Committee via written procedure in April 2025. Some of the existing indicators were linked to the core indicators, and the wording of some indicators was clarified and unified to ensure a common understanding (for further information, please refer to the protocol).

4) Some minor changes that have no budgetary effect and do not contradict the agreed outputs and outcomes of the Programme, nor change its duration, were agreed by the Programme Operator during the approval process of the conditions for implementing the activities. For example, in Component 2 it was concluded that forming a partnership with the National Institute for Health Development and the Union of Child Welfare may not be the most feasible option at this time.

5) Please note that the title of budget item 4.4 has been aligned with the wording used in the Support Measure Proposal. Previously, there was a contradiction between the title mentioned in the budget table and the one mentioned in the main text of the Support Measure Proposal. In the budget table it was titled "Informing, counselling and supporting parents with a different linguistic and cultural backgrounds". However the correct is "Informing, consulting and supporting parents, including parents from different cultural and linguistic backgrounds".

**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.*

There is a deviation between the expenditures planned for this reporting period in the SM proposal and the actual expenditures paid by the NCU. This difference arises because, under national procedures, expenditures can only be submitted to the NCU for verification and payment after the conditions for implementing the Programme Component's activities have been approved—either through a ministerial order or an agreement signed with the implementer. The conditions for all Programme Components are now officially approved, thus the payment of incurred expenditures can start. Another reason for the discrepancy is that advance payments made by the PO to the Swiss Partner cannot be declared to the NCU until they have been incurred in the accounting sense.

Swiss-Estonian Cooperation Programme  
Supporting Social Inclusion / Reimbursement Request No. 1  
**Operational Progress**

<b>Management Costs</b>	
No	Short description of activities undertaken in the reporting period
1.1	<p><b>Personnel:</b> From the end of April 2024, the programme coordinator is in place at the Ministry of Culture. The coordinator manages the programme, carrying out necessary administrative activities, contributing to the elaboration of conditions for implementing the activities of the components, 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 Financial Adviser. The NCU controls expenditures paid from the support measure. The Support Measure Implementation Agreement between the NCU and PO was signed on 19 November 2024.</p>
1.2	<p><b>Meetings, seminars and visits:</b> Steering Committee was established on 10 October 2024. The first SC meeting took place on 16 October 2024 in Narva, at the main office of the Integration Foundation. The second SC meeting was held on 17 February 2025 in Viljandi, at the office of National Foundation of Civil Society. A written procedure was conducted in April 2025 to approve changes to the logframe (some of the existing indicators were linked to the core indicators, and the wording of some indicators was clarified and unified to ensure a common understanding). The Task Force was established on 27 November 2024. During the reporting period, two meetings were held and a number of written procedures were carried out. There have also been a number of other meetings between the relevant parties in connection with the programme.</p>
1.3	<p><b>Swiss experts and partners:</b> The Partnership Agreement between the Programme Operator, the Ministry of Culture, and Bern University of Applied Sciences was signed on 24 September 2024. The agreement, valued at EUR 399,980.00, aims to enhance cooperation and bilateral relations between partners, Programme Component Operators and implementers through workshops, study trips, and other joint activities. In 2024, kick-off meetings for joint planning and development took place in all components of the support measure. As a result, a comprehensive action plan for 2025 was developed. In 2025 more than 12 online workshops were held across three components, each tailored to specific theme connected to the goals of the support measure. In the frames of Component 2, a study trip of Estonian experts to Switzerland was organised by Bern University of Applied Sciences in May 2025. The study visit focused on presenting the social work system of the Canton of Bern. The involvement of experts from various levels and institutions allowed participants to gain a comprehensive understanding of the system from different perspectives, and validate the chosen approach. An expert from the Bern University of Applied Sciences will be participating in the Media Literacy Conference in Rakvere on 23 October 2025.</p>
1.4	<p><b>Information and communication:</b> The support measure opening event "Cohesive Estonian society – how do we create it together?" took place on 17 October 2024 in the Narva Town Hall. There were 75 participants from different organisations (ministries, academia, foundations and associations, local governments, etc.). At the opening event, the challenges and opportunities in the field of integration were discussed, experiences from Estonia and Switzerland were presented, and inspiring stories were shared. Press releases to key media and social media posts about the event were issued. The article introducing the support measure was published on the blog of the Ministry of Culture called "Kuva" (<a href="https://kul.ee/uudised/sveitsi-eesti-koostooprogramm-koos-sidusama-uhiskonna-poole">https://kul.ee/uudised/sveitsi-eesti-koostooprogramm-koos-sidusama-uhiskonna-poole</a>). The blog is publicly available on the Ministry's website, and the article was also sent to the press list and blog subscribers. The PO participated together with the NCU in the Europe Day celebration in a tent at Vabaduse Väljak, promoting the Cooperation Programme to the general public and drawing their attention to the issues it addresses. In communication activities the coordinator is supported by the Communication Adviser of the ministry.</p>
1.5	<p><b>Reserve costs:</b> The reserve costs were used to edit the Partnership Agreement.</p>
<b>Estimated cumulative physical progress (%)</b>	
N/A	

<b>Programme Component 1 "Cultural and linguistic integration"</b>	
No	Short description of activities undertaken in the reporting period
2.1	<p><b>Programme Component coordination (MoC):</b> During the reporting period, the main focus was on organisational matters, e.g. recruiting personnel, elaborating and enforcing the conditions for implementing the activities of the component, and drawing up a detailed action plan and budget for 2024–2025. The conditions for the implementation of the activities were enforced on 15 May 2025. A partnership agreement with the National Library was signed on 30 May 2025. The team actively participated in regular meetings, including online workshops with the Bern University of Applied Sciences and support measure Steering Committee and Task Force meetings. These meetings enabled the exchange of information and experiences and ensured coordinated action.</p>

2.3	<p><b>Activity 1: Preparation of digital transformation in the field of integration:</b></p> <p>2024 was primarily focused on organisational matters, e.g. recruitment of part-time project manager, preparation of action plan etc. The studies were reviewed and analyses were conducted to map key areas outlining the challenges faced by new immigrants in Estonia.</p> <p>In 2025, the primary focus has been 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 procurement was published at the end of June and can be found in Public Procurement Register. The deadline for submitting the procurement documents is 11 August. The implementation period of the work is six months from the signing of the contract. As a result of the procurement, necessary information will be provided on the possibilities of connecting different digital environments. Based on these results, the next steps will be initiated.</p>
2.3	<p>Also a seminar entitled "Digital Tools for Integration in Multicultural Contexts" was organised in collaboration with Bern University in February 2025.</p> <p>Series of workshops for designing digital tools are under preparation and will be held in August and September. Aim is to gain experience and knowledge of Estonian experts from different organisations, including ministries, local municipalities, NGOs etc.</p> <p>During the reporting period, the project manager was replaced. Recruitment of the new project manager took place in second quarter of 2025. New project manager starts on July 14th.</p>
2.4	<p><b>Activity 2: Inclusion of volunteers in the integration activities:</b></p> <p>2024 was primarily focused on organisational matters, e.g. recruitment of project manager, who joined the team in the last quarter of 2024. Mapping of the current situation was conducted and key partners in different organizations were identified. The focus was on setting clear objectives and priorities. Several meetings were held to initiate co-operation and establish a common understanding.</p> <p>In the first quarter of 2025, a webinar introducing the experience of volunteer engagement was prepared and carried out in cooperation with the Bern University of Applied Sciences, involving both foundation employees and external partners. A partner to conduct a study on volunteer engagement practices in the field of integration was found. The deadline for the study is November 2025.</p> <p>To gather information about previous experiences, meetings with colleagues and other organizations who have engaged volunteers were held in June 2025. Workshops on the topic of volunteer engagement for various target groups (including volunteers) are planned for August and September 2025. The study, meetings and planned workshops will provide input into the creation of a volunteer engagement system. Volunteers recently connected with INSA have also been mapped.</p>
2.4	<p>During the planning of activities aimed at establishing a volunteer engagement system, it became clear that the process should be divided into several stages. Preparation for the procurement of the first (basic) e-training module began in June. The next module will focus on providing more in-depth and comprehensive training for volunteers and their leaders and this procurement will be prepared in the second half of 2026. Due to the phased approach, the cost of this procurement (as indicated in the procurement plan) is significantly lower.</p> <p>Additionally, a procurement was prepared and published to find a partner for INSA to develop a module for volunteers within the foundation's self-service portal. The deadline for submitting proposals is 8 August 2025, and procurement documents are available in the Public Procurement Register.</p> <p>During the reporting period, the project manager was replaced. The recruitment process took place in the second quarter of 2025, and the new project manager started in May 2025.</p>
2.5	<p><b>Activity 3: Provision of counselling services including in language learning:</b></p> <p>In 2024, the focus was on organizational matters, e.g. recruitment on personnel. All the staff started their work from January 2025.</p> <p>In 2025, the focus was on onboarding the personnel (Development Manager for Advisory Services, Independent Language Learning Counselor, Peer Support Counselor), as well as setting annual goals and getting to know the field of counselling services in detail. The sub-activity has focused on the development of counseling services, starting with a mapping and research phase. The effectiveness of existing services and systems has been analyzed, identifying both strengths and areas for improvement. Preparations have also been made for a target group research to be conducted in the second half of the year, aimed at more precisely identifying user needs and expectations.</p>
2.5	<p>The independent language learning counselor and peer support counselor have been developing methodology, piloting and testing new service concepts to improve support for the target group. A website analysis was conducted to identify areas for improvement and update the site to make it more user-friendly and accessible. Existing counselling services have been analysed to gain a better understanding of the challenges faced by both users and counselors, and to provide input and define the scope for a more in-depth study, which will be commissioned through a procurement process in the second half of the year.</p> <p>In addition, individual and group counseling sessions have been planned to provide better support for target users.</p> <p>Also in the second quarter of 2025, a webinar titled "Peer-to-Peer Language Learning: Insights from Swiss Experts" was held in cooperation with the Bern University of Applied Sciences.</p>
2.6	<p><b>Activity 4: Activities introducing the Estonian cultural space:</b></p> <p>In 2024, the focus was on organizational matters, e.g. recruitment of project manager and preparation of detailed action plan. Last quarter of 2024, the project manager for this activity joined Integration Foundation.</p> <p>Meetings with different stakeholders have been held to foster cooperation, build partnerships, and map the needs of the target group. The main focus was on analysing previous activities related to introducing the Estonian cultural space, collecting relevant experiences, and getting acquainted with relevant research data to ensure that the activities effectively reach and address the actual needs of the target group.</p> <p>Contacts have been established with the Estonian Association of Cities and Rural Municipalities to improve collaboration with municipalities and reach the target group more effectively.</p>

2.6	<p>The ordering of informational material introducing Estonian culture and customs is in progress. The material, in the form of a notebook containing information about Estonian culture and customs, will be ready in October 2025.</p> <p>The first procurement to find cooperation partners to organise activities introducing the Estonian cultural and customs space has been prepared and published in the Public Procurement Register (these procurement documents have passed the Swiss non-objection review).</p> <p>A film programme introducing Estonian culture has been prepared and will take place in the eastern part of Estonia from August to December 2025.</p> <p>Online seminar with University of Bern took place on 13th of June 2025, involving both foundations' employees and external experts. In addition, an online seminar in cooperation with the Bern University of Applied Sciences took place on 13 June 2025, involving both foundation staff and external experts.</p>
2.7	<p><b>Activity 5: Provision of media literacy training:</b></p> <p>In 2024 the National Library of Estonia began preparing for the project by putting a team together, mapping media literacy experts outside the library, researching the needs of the target audience and Estonian libraries. Approaches from the service design field were used to learn about the behaviour patterns of the target audience and in-depth interviews were conducted with several media literacy and adult education experts, as well as community leaders. The team of The National Library of Estonia organised a workshop with Estonian libraries' managers and additionally met with libraries and their visitors in the Harju ja Ida-Viru region.</p> <p>Visual language for the project has been developed.</p> <p>In the first half of 2025, the MeediaRadar project focused on developing training programme and awareness-raising activities in cooperation with media literacy experts. A bilingual (EST/RUS) learning material "How to Navigate in an Abundance of Information" was published, accompanied by a training programme tailored to the needs of libraries and communities. Four training sessions on media and digital literacy were held across Estonia, and feedback confirmed their practical value and relevance, especially in topics such as fraud, AI, and media manipulation.</p>
2.7	<p>Awareness-raising materials (bookmarks, posters, crossword puzzles, bingo games) were produced to support both formal and informal learning, and were distributed at major public events like the Open Doors Day of the Estonian Parliament and Europe Day in Narva, reaching thousands of participants, including many Russian-speaking adults. A podcast episode in Russian on the topic of disinformation in the EU was recorded and published.</p> <p>Networking activities, personalised outreach and communication through social media and newsletters helped maintain strong engagement with libraries and experts. Project activities also gained visibility through participation in international conferences and the Museum Night programme, where the media-savvy city walk format attracted interest. Overall, the project strengthened cooperation with libraries and contributed to enhancing critical thinking in diverse communities.</p>

<b>Estimated cumulative physical progress (%)</b>	N/A
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<b>Programme Component 2 "Strengthening the social-and child protection services"</b>	
No	Short description of activities undertaken in the reporting period
3.1	<p><b>Programme Component coordination (MoSA):</b></p> <p>In 2024, the focus was on personnel recruitment. In October, the project managers from the Department of Social Welfare and the Department of Children and Families joined the programme. Regular meetings were held to establish cooperation, build partnerships, and plan activities.</p> <p>The primary focus was on drafting the conditions for the grant support initiative "Modernization of the Education and Qualifications of Social Sector Specialists and the Development of Training and Support Systems." A ministerial decree outlining the conditions and procedures for implementing this programme component was signed and approved by the Minister of Social Affairs on 24 March 2025.</p> <p>It was concluded that forming a partnership with the National Institute for Health Development and the Union of Child Welfare may not be the most feasible option at this time. Instead, to create a complementary education and training system for child protection and social sector workers - covering specialist training as well as support and counselling services - the Ministry of Social Affairs (MoSA) partnered with the Social Insurance Board and the Estonian Social Work Association. A cooperation agreement was signed between Ministry of Social Affairs and Estonian Social Work Association.</p>
3.1	<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 early 2026.</p> <p>A project action plan for year 2025 - laying the foundations to create a comprehensive and sustainable system for social field training and support for specialists in the field - was compiled and approved by the Minister of Social Affairs on 9 May 2025. The visibility of the project activities was increased by creating a project website under the Ministry of Social Affairs (please see: <a href="https://www.sm.ee/asutus-ja-kontakt/valisrahastus/sveitsi-eesti-koostooprogramm">https://www.sm.ee/asutus-ja-kontakt/valisrahastus/sveitsi-eesti-koostooprogramm</a>).</p> <p>Meetings were also held with Bern University of Applied Sciences and a study trip to Switzerland carried out in May 2025 in order to support component activities.</p> <p>As of May 2025, the goals of the project were incorporated into the coalition agreement of the government.</p>

3.2	<p><b>Activity 1: curricula and professional qualification modification:</b></p> <p>Several meetings were held with different departments and leadership of the ministry, as well as other ministries (Education and Research, Culture) whose activities are linked to the project, as well as organizations under their management (Youth Board, The Association of Estonian Cities and Municipalities (AECM), Integration Foundation (INSA), The Estonian Unemployment Insurance Fund), employers, educational institutions that teach in the field, and professional associations in the field. These meetings were focused on shaping the project direction, mapping the current landscape, and establishing contacts and activities that support the cooperation programme. These engagements helped to build a better understanding of the conditions and enabled planning based on identified needs. Additionally, meetings took place with organizations focused on migrant integration to assess the requirements for developing a programme aimed at integrating migrants into the social sector workforce.</p>
3.2	<p>Within the Ministry of Social Affairs, mapping of qualifications, specialists, and training opportunities, as well as input for labor force forecasting in the social care sectors, was conducted. Cooperation was established with the Estonian Qualifications Authority (Kutsekoda) to create a social sector competency profile and corresponding job profiles. These will serve as a basis for educational and training institutions to modernize their curricula and ensure the provision of high-quality services. The Ministry of Social Affairs and the Estonian Qualifications Authority prepared the terms of reference for Estonian Social Work Association to establish a working group for creating the social sector framework and job profiles. Working group contributed to the development of a vocational secondary education curriculum that would provide general competencies with specializing in the field of social care and help attract young people to the social sector.</p> <p>A study trip to Ireland has been planned for October 2025 to visit Tusla Child and Family Agency, which is the national government agency responsible for improving well-being and outcomes for children, and supporting families. The main focus of study visit will be overall understanding of the child protection system in Ireland, curricula development of the profession of child protection workers and family mediators as well as support system of specialists.</p>
	<p><b>Activity 2: training and counselling system:</b></p> <p>The Social Insurance Board recruited a training specialist and a training expert to achieve the component goals of creating training and support systems. They are scheduled to start in June and July 2025. The Estonian Social Work Association (ESTA) hired a project manager who started in April 2025. Joint planning of 2025 activities and discussions on organizational matters were conducted with Social Insurance Board and ESTA, to develop a systemic view in training and begin integrating the component outputs into society.</p>
3.3	<p>The Social Insurance Board will focus on mapping its resources and the landscape of complementary education while creating a feedback system to improve the quality of training. ESTA will focus on improving qualification certification tests and organizing events to integrate the project goals into society's perception.</p> <p>Trainings will be conducted based on the identified development needs, during which the feedback system will be tested. The project team also undertook a study trip to Switzerland from 12 to 16 May 2025, which helped guide the project direction and validate the chosen approach.</p>

<b>Estimated cumulative physical progress (%)</b>	N/A
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<b>Programme Component 3 “Increasing multicultural competence in the education sector”</b>	
No	Short description of activities undertaken in the reporting period
4.1	<p><b>Programme Component coordination (MoER):</b></p> <p>In 2024 the component team concentrated on the elaboration of the conditions and partnership agreements for the implementation of activities, as well as on the elaboration of a detailed action plan and budget for 2025. In collaboration with partner universities (University of Tartu and Tallinn University), the formulation of principles arising from the programme's theme has been undertaken: culturally responsive teaching (CRT) and language-aware subject instruction. The process of preparing the partnership agreement and its annexes between Estonian Education and Youth Board and the two partner universities is underway. A ministerial decree outlining the conditions and procedures for implementing this programme component is in its final stages and will be enforced at the beginning of July.</p> <p>During the reporting period, several cross-cutting activities were carried out that were essential for the smooth implementation of the component and the achievement of its objectives: a core concept for the component was developed, along with a detailed action plan aimed at informing and supporting parents, including those from diverse cultural and linguistic backgrounds.</p> <p>The team actively participated in regular meetings involving all parties of the Swiss–Estonian Cooperation Programme (the National Coordination Unit, Programme Operator, Component Operators, and Implementers), including thematic meetings with the Bern University of Applied Sciences. These meetings enabled the exchange of information and experiences and ensured coordinated action.</p>
4.1	<p>Necessary administrative activities were carried out, including involvement in the preparation of contractual documentation, drafting of detailed action plans and budgets, and regular reporting. Internal processes and systems needed for the implementation of sub-activities were also established.</p> <p>Programme communication activities were planned and implemented. The team also participated in joint communication planning meetings with all programme partners. Education and Youth Board's communication channels, including its website, were updated to publish project-related information.</p> <p>Component team members participated in a training session organised by the University of Tartu Centre for Multilingualism, titled “How to Communicate with the Public About Multilingualism?”. The training introduced science-based approaches for presenting multilingualism-related topics and research results to the public, as well as for debunking common myths. More information about the training is available on the website of the University of Tartu Centre for Multilingualism.</p>

4.3	<p><b>Activity 1. In-service training for professionals in the education sector:</b></p> <p>The Education and Youth Board has partnered up with the University of Tartu, Tallinn University, and the Ministry of Education and Research to develop and implement in-service training programmes for teaching and non-teaching staff. The aim of the cooperation is to ensure high-quality and target group specific implementation of in-service training, including micro-degree programmes across Estonia, with a focus on supporting school leaders, teachers, and support specialists with the knowledge on how to work and teach in a multicultural and -lingual learning environment.</p> <p>Key focus areas have been defined within the cooperation framework: individualized learning, creation of culturally responsive and language-aware learning environments, and the implementation of inclusive education principles. The volume and structure of the in-service training programmes have also been defined. In the context of the Swiss–Estonian Cooperation Programme, the principles for funding in-service training have been clarified, and the curricula submitted by the universities have been reviewed and refined in accordance with the needs of the target groups.</p>
4.3	<p>As a result of this collaborative process, a systematic foundation has been established for the implementation of high-quality in-service training programmes that support educational institutions in offering diverse and inclusive learning experiences. All parties are committed to contributing to a shared learning process. Starting in autumn, Tallinn University and the University of Tartu will begin offering in-service training to the target groups based on a total of 10 approved curricula.</p>
4.4	<p><b>Activity 2. Informing, consulting and supporting parents, including parents from different cultural and linguistic backgrounds:</b></p> <p>To effectively plan activities aimed at supporting the integration of non-Estonian-speaking parents into Estonian society, a mapping of activities and studies previously carried out in Estonia by various stakeholders was initiated. The studies reviewed provided valuable insights into how to effectively assist non-Estonian-speaking parents in understanding and supporting their children's educational needs.</p> <p>Over several months, meetings were held with various stakeholders experienced in supporting non-Estonian-speaking parents. During these meetings, the main barriers of integration and social inclusion in Estonia were analysed and possible answers to how facilitate this process were explored. One of the primary concerns identified is the linguistic gap, where children have a better understanding of Estonian language than their parents. Additionally, the increasing number of Ukrainian war refugees has introduced further social tensions. The transition to Estonian-language education has further amplified the need for parental support. During the reporting period, the development of the concept and format of a target group-based in-service training programme was initiated. The University of Tartu Narva College was involved as a strategic partner in the preparation of the programme, contributing to the design of the training seminar structure, trainer preparation, conducting the training programme and the development of a feedback questionnaire.</p>
4.4	<p>A Pilot In-Service Training Programme was then carried out called: "Supportive Parenting: 5 Steps on the Child's Estonian-Language Education Journey". The pilot training programme was implemented in Harju County in March 2025. The programme consisted of three sessions: two in-person seminars and one online workshop. The training programme was aimed at parents whose native language is not Estonian. The focus of the programme was on a variety of topics: supporting children in the Estonian-language education system; the role of mother tongue and identity; the parent's role in the educational journey; and practical guidance for navigating change and supporting the adaptation process of the child.</p> <p>During the preparation phase, a focus group interview titled "Experiences and Needs of Non-Estonian-Speaking Parents in the Viimsi Municipality Education System" was conducted. The purpose of the interview was to map the educational needs and challenges of the target group, highlighting the importance of practical advice, information about the Estonian education system, and psychological support. This helped to ensure that the content of the training programme met the actual expectations and needs of the target group. Feedback survey results confirmed that this type of programmes are relevant and received high levels of participant satisfaction.</p>
4.4	<p><b>Educational Video Lecture Series:</b></p> <p>In February, collaboration began with experts from the Rajaleidja Centre to develop content and identify topics for a series of educational video lectures targeted at parents. As part of the mapping process, language-based target groups were identified: parents who understand Estonian, Russian, Ukrainian, and English. The aim of the video lectures was to support children's educational and socio-emotional development and to increase parental awareness.</p> <p>Estonian-language video lectures covered the following themes:</p> <ul style="list-style-type: none"> <li>• The child's emotional well-being, including recognising stress and anxiety, supporting the development of self-esteem, and coping with crises</li> <li>• Education and learning, including inclusive education, supporting children at home and in school, learning motivation, and communication with the school</li> <li>• Trauma awareness and recognising concerns in a child's development</li> </ul> <p>Ukrainian-language video lectures focused on the child's educational journey and adjustment to a new environment, including:</p> <ul style="list-style-type: none"> <li>• Starting first grade and socialisation</li> <li>• Integrational challenges from the perspective of both parents and schools</li> <li>• The parent's role in the child's development at different stages</li> <li>• Effective communication between school and home</li> </ul> <p>All topics were selected based on the needs of the respective target groups, with the overarching goal of providing parents with practical and reliable tools to better support their children.</p>

Estimated cumulative physical progress (%)	N/A
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Programme Component 4 "Strengthening civil society through social innovation."	No Short description of activities undertaken in the reporting period
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5.1	<p><b>Programme Component coordination (Mol):</b> Preparing and providing input at the programme meetings focused on developing a detailed action plan, budget, programme conditions, communication strategy and indicators. Providing ongoing assistance and supervision to the NFCS in all aspects of preparing, initiating and implementing component 4, including liaising with stakeholders on the planned activities. Participating in the initial negotiations and online workshops with the support measure partner Bern University of Applied Sciences and participating in Steering Committee and Task Force meetings. The conditions for the implementation of the activities were enforced on 14 December 2024.</p>
5.3	<p><b>Building civil society competence, raising public awareness and disseminating information on social innovation:</b> Within the activities of social innovation, additional personnel was recruited in last year, the elaboration and enforcement of the conditions for the implementation of the activities of the component was being done, and the elaboration of a detailed action plan and budget for current year was being prepared. Detailed processes of activities were prepared, including the mapping of relevant parties to be involved in various ways, including parties to be included in market researches for procurements.</p> <p>Continuing from the last year's preparatory phase for the procurements, in the first half of this year, a procurement was carried out to map the needs of consultants and advisors, as well as organizations that provide social impact products and services. As a result of the procurement, Tallinn University prepared a mapping document to provide input to two procurements, which concern the provision of consulting services to organizations and social enterprises in various fields of social innovation, and the development and implementation of a training program for consultants in social innovation and social impact enterprises. Procurement document packages were prepared for the organization of both procurements, as well as for the implementation of social hackathons and incubation programs. Knowledge and contacts were gathered and meetings were organized to implement a Nordic best practice workshop on the inclusion of new immigrants using social innovation and social entrepreneurship methods.</p>
5.3	<p>The creation of a concept and prototype for video clips on social innovation was started, and the first pilot podcast series was recorded with the Good Deed Foundation based on the concept and analysis created. The preparation of a package of public procurement documents for the TV series was started with. 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. An initial communication plan was drawn up, mapping target groups, objectives, key messages, channels and formats, success metrics, posting instructions, languages, style and tone, and content format and format.</p> <p>The project manager introduced the project activities and the state of social innovation in Estonia at virtual and physical international events, including a panel discussion in Vilnius at the European Union Social Innovation Competence Centres Mutual Learning Event and a study tour conference in Portugal. In order to support the emergence and development of networks supporting social innovation, an action plan with objectives, content and format was prepared, and the first meetings were held with the Integration Foundation, the Refugee Centre and the Baltic Innovation Agency. In the direction of policy-making, the ecosystem actors were being mapped, an action plan and a contact database were created. Preparations for organizing a study tour within Estonia for target groups began. In order to collect and systematize best practices in social innovation and create a thematic manual, several Estonian and international practices were analysed and corresponding preliminary concepts were created. The best practice description/recording form is undergoing pilot testing, and we will start distributing the finished form and collecting best practices at the end of the third quarter.</p>
5.3	<p>At the beginning of the year, a successful opening event for social innovation activities took place in Viljandi, where various program partners and social innovation and entrepreneurship stakeholders participated. Virtual workshops on social innovation and hackathons were held with the program partner Bern University of Applied Sciences to exchange experiences. The team's competencies were mapped according to the recommended competency model for social innovation competence centers developed by the ESF, and 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 tours in Lithuania, Norway, the Czech Republic and Portugal, adding to last year's participation in France, Belgium and Italy, to exchange experiences and knowledge, find speakers for events and activities, establish connections with international experts, and take steps for the sustainability of activities.</p> <p>In addition, for the short and long term sustainably, the project manager contributed to the creation of the Ministry of the Interior's science, development and innovation strategy for the 2030 government area, the preparation of the next ESF+ period, the Ministry of the Interior's science, development and innovation working group, the ESF+ SI mid-stage competence centers working group, and the invitation to join the Global Government Council for Social Innovation. Project staff joined the SERIGO rural social innovation network and contributed to the creation of the social innovation competence center strategy.</p>

**Estimated cumulative physical progress (%)**

N/A

## Programme Characteristics

No PSP/PA maximum 40 characters	Programme Component Name	Swiss Contribution CHF in CHF	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)				
			Specific Objective according to Art. 2.2 Regulations	Thematic Area according to Art. 2.4 Regulations	(in-country) Geographic Focus	Name Programme Component Operator	Type of entity	Planned duration		Sector 1 use title, not code	Sector 2 (SDC only) use title, not code	Sector 3 (SDC only) use title, not code	PM Support RIO CC Adaptations	PM Support RIO CC mitigation	PM Support RIO CC desertificati on	PM Support Social Inclusion	PM Gender	PM Governanc e	PM Disabilitie s	PM Digitisatio n	PM Support RIO biodiversity
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  
Social Inclusion / Reimbursement Request No. 1

*To be filled in by Programme Operator*

## 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	169,049.02
Aufteilung nach Programmkomponente / Breakdown by programme component	
Management Costs	74,796.16
Programme Component 1 "Cultural and linguistic integration"	0.00
Programme Component 2 "Strengthening the social-and child protection services"	18,107.42
Programme Component 3 "Increasing multicultural competence in the education sector"	0.00
Programme Component 4 "Strengthening civil society through social innovation."	76,145.44

### 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