Administration Agreement between the European Commission and the International Bank for Reconstruction and Development concerning the Part II Europe 2020 Programmatic Single-Donor Trust Fund
Trust Fund (No TF073320)
EC Contract No SRSS/S2019/037

This Administration Agreement is concluded under Direct Management in the context of the Framework Agreement between the World Bank Group and the European Commission dated April 15, 2016 (the Framework Agreement), which sets the general conditions for this Agreement. The Framework Agreement shall be applicable and form an integral part of the Administration Agreement for the Trust Fund.

1. The International Bank for Reconstruction and Development (the “Bank”) acknowledges that the European Commission (the “Donor”, and together with the Bank, the “Parties” and each a “Party”) agrees to provide two million and two hundred and ten thousand Euros (€2,210,000) (the “Contribution”) for the Part II Europe 2020 Programmatic Single-Donor Trust Fund, No. TF073320 (the “Trust Fund”) in accordance with the terms of this Administration Agreement.

The estimated total budget of the Trust Fund is two million and two hundred and ten thousand Euros (€2,210,000). The indicative budget set out in Annex 5 shall be used for monitoring purposes only and shall not be binding.

2. The Contribution shall be used to finance the activities set forth in the “Part II Europe 2020 Programmatic Single-Donor Trust Fund Description” attached hereto as Annex 1, and shall be administered by the Bank on behalf of the Donor in accordance with the terms of this Administration Agreement, including the “Standard Provisions” attached hereto as Annex 2 and “Governance” attached hereto as Annex 3.

Expected results of the Trust Fund and corresponding indicators (including baselines, result goals and sources of data) are set out in Annex 4.

The Implementation period shall start on the date following that on which the last of the two parties signs.

3. The Donor shall deposit the Contribution in accordance with the following schedule and in the currency specified in Section 1 above (“Contribution Currency”) into such bank account designated by the Bank (each amount deposited hereinafter referred to as an “Instalment”) upon submission of a payment request by the Bank:

(A) Promptly following countersignature - €1,105,000.
(B) €884,000 - subject to the disbursement of 70% of the preceding instalment
(C) €221,000 - subject to the disbursement of 70% of the preceding instalment

The period for payment of further instalments shall be 60 days.
The period for payment of the balance shall be 60 days.
4. When making any deposit, the Donor shall instruct its bank to include in its deposit details information (remittance advice) field of its SWIFT deposit message, information indicating: the amount deposited, that the deposit is made by the Donor for TF073320 (The Part II Europe 2020 Programmatic Single-Donor Trust Fund), the Commission internal reference number and the date of the Administration Agreement, the name of the project for which the funds are intended, the name of the Commission department responsible for the Trust Fund and the date of the deposit (the “Deposit Instructions”). In addition, the Donor shall provide a copy of the Deposit Instructions to the Bank’s Accounting Trust Funds Division by e-mail sent to tfremitadvice@worldbank.org or by fax sent to +1 (202) 614-1315.

5. Except with respect to the Deposit Instructions, any notice, request or other communication to be given or made under this Administration Agreement shall be in writing and delivered by mail, fax or e-mail to the respective Party’s address specified below or at such other address as such Party notifies in writing to the other Party from time to time:

For the Bank (the “Bank Contact”):

Arup Banerji
Regional Director
Europe and Central Asia Region
World Bank Group
Tel: +32-2-504-0994
Abanerji@worldbank.org

For the Donor (the “Donor Contact”):

Maarten Verwey
Director-General
Structural Reform Support Services
CHAR 09/112, 1049 Brussels, Belgium
Tel: +32 229-66844
Maarten.Verwey@ec.europa.eu

Request for payments and reports must be sent to:

European Commission
Structural Reform Support Service
UMT 01 Budget & Finance
CHAR 10/056, B-1049 Brussels, Belgium
SRSS-Finance@ec.europa.eu

6. In the event that any amounts are to be returned to the Donor under this Administration Agreement, the Bank shall transfer such amounts to the Donor, unless otherwise agreed with the Bank.

7. All annexes hereto and the Framework Agreement between the World Bank Group and the European Commission constitute an integral part of this Administration Agreement, whose terms taken together shall constitute the entire agreement and understanding between the Donor and the Bank. In the event of any inconsistency, the Framework Agreement prevails over the Administration Agreement and the Administration Agreement prevails over its Annexes. Unless otherwise specified in an annex hereto, this Administration Agreement may be amended only by written amendment between the Bank and the Donor.
8. The measures taken to identify the EU as a source of financing shall be in accordance with Attachment 4 of the Framework Agreement.

9. Each of the Parties represents, by confirming its agreement below, that it is authorized to enter into this Administration Agreement and act in accordance with these terms and conditions. The Parties are requested to sign and date this Administration Agreement, and upon possession by the Bank of this fully signed Administration Agreement, this Administration Agreement shall become effective as of the date of the last signature.

INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPMENT

By: ____________________________
Name: Arup Banerji
Title: Regional Director
Date: 05 June 2019

EUROPEAN UNION represented by the EUROPEAN COMMISSION

By: ____________________________
Name: Maarten Verwey
Title: Director-General
Date: 12/06/2019

[Stamp: EUROPEAN COMMISSION - Secretariat-General]
ANNEX 1

Part II Europe 2020 Programmatic Single-Donor Trust Fund Description

This Annex shall be applicable to and form an integral part of the Administration Agreement for the Trust Fund between the Bank and the Donor.

1. Objectives

The objectives of the Trust Fund are:

The European Commission and the Bank share a common objective of building competitive and sustainable economies and reducing poverty and social exclusion – goals of the Europe 2020 Agenda which is built on three pillars of smart, sustainable and inclusive growth. The European Commission and the Bank concur that direct interaction is beneficial to both institutions and through them to the beneficiary countries. This applies particularly to the provision of analytical, advisory and knowledge services and technical assistance.

The European Commission has expressed an interest in ensuring that the Bank continues to provide technical assistance in the framework of the Trust Fund in furtherance of the common objective set forth above.

2. Activities

2.1. Background, specific objectives and description of activities are:

The mission of the Structural Reform Support Service ("SRSS") of the European Commission is to provide support for the preparation and implementation of growth-enhancing administrative and structural reforms by mobilising EU funds and technical expertise. To this end, Member States submit requests for support under Regulation (EU) 2017/825 on the establishment of the Structural Reform Support Programme ("SRSP Regulation" or the "Programme").

Following the submission of requests and their analysis by the European Commission in accordance with the criteria and principles referred to in Article 7(2) of the SRSP Regulation, the SRSS has agreed to support the projects laid down in this Annex I. To this end, the following project(s) will be carried out under this Agreement as follows:

BULGARIA: A ROADMAP TO TEACHERS’ POLICY DEVELOPMENT AND REFORM (INDICATIVE DURATION 24 MONTHS; INDICATIVE BUDGET EUR 300,000 – EC REFERENCE 19BG04)

Project background:

The Government of Bulgaria ("GoB") is implementing an education reform focused on fostering quality and inclusive education for all students by introducing the skills, knowledge and adaptability they will need for the future. Following the Act on Preschool and School Education (2016), the Ministry of Education and Science ("MoES") started policy processes to improve the quality of the education system. While one of the key policy elements is focused on addressing the attractiveness of the teacher profession through concrete financial and administrative incentives, some of the basic elements of teacher policies that are the foundation for improving learning outcomes and investing in skills for the future remain unaddressed. Accordingly, there is a need to formulate the concept of skills mix and human capacity that the education system will have to build and attract, and to link this
with the efforts for developing acceptable and successful entry paths to teacher profession, qualification policy and transparent evaluation policy to stimulate effective teaching. The development of a strong policy framework of consistent and comprehensive options for a modernized teaching profession should focus on its attractiveness and prepare the system for effective workforce management in regard to shortages and teacher generation outflows.

Project specific objective:

The specific objective of the project is to support MoES in enhancing the conceptualization and implementation of a consolidated teacher policy that addresses the workforce needs and education goals of the future.

Main project activities to be carried out by the Bank:

- **Analysis of the teaching workforce in support of policy enhancement and planning:** The Bank will carry out an analysis of policy and practices in relation to education workforce recruitment, deployment, geographic distribution, teacher-student ratios, teaching load, qualification, years of experience, and compensation.

- **Support for developing a workforce forecasting tool:** The Bank will support MoES in formulating and developing a package of “what if” models/scenarios (forecasting tool) that can be built on top of the Education Monitoring and Information System (“EMIS”) to provide useful information for workforce related planning processes including recruitment, training, deployment, evaluation and based on the EMIS framework financial aspects.

- **Capacity building support for MoES to enable reform in teacher policies:** The Bank will carry out a review of eight teacher policy areas\(^1\) against EU standards and international best practices with regard to the interest to facilitate motivated, supported, and competent teachers who can advance the learning of students. As part of this activity, the Bank will also carry out a review and analysis of the strengths and weaknesses towards a modernized teaching profession in Bulgaria and improved efficiency and effectiveness in teaching and learning.

Project final output(s):

- Teaching workforce policy note and recommendations.
- Forecasting tool including models that can be built on top of the EMIS system to provide useful information for planning.
- Delivery of up to four workshops to strengthen MoES knowledge and capacity on workforce analysis, workforce planning and policy options for developing the policy regarding teachers.
- Policy report with assessment of current teacher policy and practices and recommendations based on best practices in the EU.

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\(^1\) eight teacher policy areas will be covered: clear expectations for teachers, attracting the best into teaching, preparing teachers with useful training and experience, matching teachers' skills with students' needs; leading teachers with strong principals; monitoring teaching and learning; supporting teachers to improve instruction; and motivating teachers to perform.
DEVELOPMENT OF A STRATEGY AND ROADMAP FOR THE REFORM OF SOCIAL CARE SERVICES FOR THE ELDERLY IN GREECE (INDICATIVE DURATION 12 MONTHS; INDICATIVE BUDGET EUR 200,000 – EC REFERENCE 19EL35)

Project background:

Publicly-funded social care services for elderly people in Greece are currently provided through three programmes: Open Protection Centres for the elderly ("KAPI"), Centres for Day care for the elderly ("KIFIT") and "Help at Home". The three services all target elderly people above retirement age, but are administered without systematic coordination, which may lead to overlaps and gaps in service availability. The Greek Ministry of Labour, Social Security and Social Solidarity ("MoLSSSS") plans a reform of the social care services for the elderly, which shall include the coordination of the three programmes under a single umbrella ("OFILI"). The OFILI centres would be established in the community centres.

Project specific objective:

The specific objective of the project is to support the MoLSSSS in enhancing reform of social care services for elderly people in Greece.

Main activities to be carried out by the World Bank:

- Mapping of the current situation of publicly financed elderly day care services.
- Technical support to the MoLSSSS for the development of a proposed strategy and roadmap for the reform of elderly care services.
- Technical support to the MoLSSSS for the development of an IT strategy for integrating the management of elderly care service programs.

Final outputs:

- Technical note outlining the mapping of the three programmes targeting elderly care services.
- Policy note/detailed powerpoint presentation outlining approaches and key considerations for developing a strategy and an action plan for implementation of the reform of social care services for the elderly in Greece.
- Capacity building for developing an integrated IT system for administrative management of the social care programs.

GREECE: SUPPORT TO THE LABOUR MARKET INTEGRATION OF REFUGEES (INDICATIVE DURATION 15 MONTHS; INDICATIVE BUDGET EUR 250,000 – EC REFERENCE 19EL32)

Project background:

Refugees meet a number of specific obstacles to access the labour market in Greece, including language barriers, skills recognition and administrative hurdles. The current unfavourable economic situation in Greece adds to these challenges. Over the past years, several ad hoc initiatives and programmes have been implemented for the inclusion of the refugee population into the Greek society. The MoLSSSS is launching a more structured pilot scheme with multiple initiatives to support the labour market activation of a target group of refugees already registered in the Hellenic Public Employment Service and residing in the regions of Attica and Central Macedonia (an estimated 3,000 refugees). The planned pilot scheme is expected to be the basis for mainstreaming interventions into the ongoing active labour market policy reform in the future.
Project specific objective:

The specific objective of the project is to support the MoLSSSS in enhancing: (i) procedures for pilot initiatives to improve the labour market integration of refugees, building on tools developed under the reform of the active labour market programs (the Pilot) and good international practise; and (ii) the mainstreaming of these approaches into the ongoing active labour market policy reform.

Main project activities carried out by the World Bank:

- Support to MoLSSSS in developing a methodology for identifying labour market opportunities for refugees.
- Providing technical support to MoLSSS to inform the call for the potential providers of demand-responsive training and internships adapted to the refugee population.
- Providing technical support to collection of basic monitoring data on refugees (or target population) who participate in the pilot initiatives.
- Conducting real time implementation evaluations of selected aspects of the procedures carried out under the Pilot, to inform recommendations for mainstreaming based on best international practices.

Final Outputs:

- Gap analysis note including labour market demand analysis and characteristics of target population, based on inputs from the National Institute of Labour and Human Resources ("EIKA") and the Greek Manpower Employment Organization ("OAED").
- Proposed methodology for skill assessment of refugee population.
- Recommendation report for demand-responsive training and internships for refugees.
- Two short notes reflecting the real-time implementation evaluation findings on procedures carried out by MoLSSSS under the Pilot.

GREECE: REFORM OF THE DISABILITY ASSESSMENT SYSTEM (INDICATIVE DURATION 18 MONTHS; INDICATIVE BUDGET EUR 100,000 – EC REFERENCE 19EL17)

Project background:

The Government of Greece ("GoG") has been implementing the reform of its disability assessment system within the overall package of the economic and social reforms. The disability assessment system reform includes a reengineering of administrative processes and piloting of a functionality assessment instrument (WHODAS12) developed by the World Health Organization ("WHO"). The World Bank has provided technical support for the reform under a separate Contribution from SRSS (T 072637) and the GoG has requested that the technical assistance be continued.

Project specific objective:

The specific objective of the project is to support the GoG in improving the assessment of disability in Greece.

Main project activities carried out by the World Bank:

- Monitor and advise on the implementation by the GoG of the WHODAS12 pilot.
- Monitor and advise on the rollout of the new administrative processes.
- Conduct an analysis of the pilot full data set and recommend options for the integration of functionality into disability assessment system.
Final outputs:

- Analysis and recommendations on implementation by GoG of WHODAS12 pilot.
- Analysis and recommendations for the integration of functionality into disability assessment system, and corresponding adjustments of administrative processes.

LATVIA: DISABILITY ASSESSMENT SYSTEM DEVELOPMENT (INDICATIVE DURATION 18 MONTHS; INDICATIVE BUDGET EUR 250,000 – EC REFERENCE 19LV24)

Project background:

In 2015, Latvia reformed the disability assessment system with the aim of moving towards a more holistic assessment. However, according to the Government of Latvia (“GoL”), the reform was only partially implemented. In particular, according to GoL: (i) no comparable assessment of functionality is yet in place; (ii) functionality factors are not taken into account systematically in disability status determination; and (iii) individual needs for labor market (re-integration) are not sufficiently taken into account. Against this background, the Ministry of Welfare (“MoW”) has requested technical support to enhance the disability assessment system and include functionality criteria based on the WHO International Classification of Functioning, Disability and Health (“ICF”).

Project specific objective:

The specific objective of this project is to support the MoW in: (i) improving and harmonizing the assessment of medical impairment and functionality in disability assessment; and (ii) strengthening the links between the disability assessment and the provision of active labour market interventions/programs to individuals experiencing disability/ difficulties in functioning.

Main project activities to the carried out by the World Bank:

- Technical support to the MoW to review the assessment of functionality within the disability assessment methodology.
- Technical support to the MoW to design, implement and assess a pilot to test the inclusion of functionality into disability assessment methodology. The pilot is scheduled to be implemented by MoW in selected municipalities.
- Review of labour market policies and programmes that support labour market participation of persons with disability.

Final outputs:

- Recommendations for inclusion of functionality into disability assessment methodology, including on the design, implementation and assessment of a pilot at the municipal level.
- Recommendations for strengthening the link between disability assessment and labor market support policies and programs.

LITHUANIA: DISABILITY ASSESSMENT SYSTEM STRENGTHENING (INDICATIVE DURATION 18 MONTHS; INDICATIVE BUDGET EUR 250,000 – EC REFERENCE 19LT31)

Project background:

According to the Government of Lithuania’s (“GoLi”), the current disability assessment system in Lithuania has a strong focus on physical impairments and does not take into account applicants’
functional capacities and environmental factors. With a view to improve the assessment methodology and procedures by the end of 2021, the Ministry of Social Security and Labor ("MoSSL") has requested technical support to reform its disability assessment system.

**Project specific objective:**

The specific objective of the project is to support the MoSSL in enhancing disability assessment, through the inclusion of an assessment of functionality and the review of administrative processes.

**Main project activities carried out by the World Bank:**

- Technical support to MoSSL for the inclusion of functionality into disability assessment methodology.
- Technical support to MoSSL to design, implement and assess a pilot to test the inclusion of functionality into disability assessment methodology. The pilot is scheduled to be implemented by MoSSL in selected municipalities.
- Technical support to MoSSL to help it develop new business processes and a proposed strategy for an appropriate monitoring and information system ("MIS").

**Final outputs:**

- Recommendations for inclusion of functionality into disability assessment methodology, and for corresponding adjustments of administrative processes.
- Recommendations on design, implementation and assessment of a pilot at the municipal level.

**ROMANIA: DEVELOPMENT OF A FUNCTIONAL MONITORING AND EVALUATION SYSTEM AT COUNTY LEVEL FOR THE IMPLEMENTATION OF THE STRATEGY FOR THE INCLUSION OF ROMANIAN CITIZENS BELONGING TO THE ROMA MINORITIES (INDICATIVE DURATION 18 MONTHS; INDICATIVE BUDGET EUR 300,000 – EC REFERENCE 19RO25)**

**Project background:**

Romanian citizens from the Roma minority face many challenges, including a lack of access to quality education and the labour market, and to universal access to health insurance, as well as poor housing conditions. The Government of Romania ("GoR") has been implementing inclusion policies in the framework of the National Strategy and County Action Plans through the National Agency for the Roma ("NAR") at the national level and through Roma County Offices at the local level. Despite these efforts, the capacity for strategic planning by NAR and Roma County Offices related to monitoring and evaluation activities is insufficient and highly unequal among the various counties. As a result, the GoR has an incomplete overview on the effects of its interventions and is therefore unable to analyse the progress of the Roma inclusion agenda and to adjust its policies in an evidence-based manner.

**Project specific objective:**

The specific objective of this project is to support NAR and Roma County Offices in: (i) developing a standardised system of collecting and reporting relevant data; and (ii) enhancing their monitoring and evaluation capacity regarding the implementation of the national Roma strategy.
Main activities to be carried out by the World Bank:

- A review of the County Action Plans and monitoring and evaluation ("M&E") frameworks, as well as County Monitoring Reports and the roles/capacity of local data experts.
- Technical assistance to NAR and Roma Country Offices for the elaboration of a revised joint M&E methodology, with standardised fiches, indicators, data collecting and processing procedures.
- Workshops at various stages of the implementation of the above listed activities, including on data collection methods and instruments.
- Training of the representatives of Roma County Offices in charge with the coordination of the M&E system at county level and for the data experts collecting the information at local level.
- Workshops for the presentation of the first National Monitoring Report prepared by NAR and County Reports based on the revised M&E system and standardized reporting templates at county level, and the Evaluation plan on a set of 5 initiatives considered most important by NAR.

Final outputs:

- Preliminary proposed methodology for the preparation of standardized County Monitoring Reports
- Workshops for the presentation of the 1st National Monitoring Report and for the presentation of the final M&E Methodology.

TACKLING YOUTH AND LONG-TERM UNEMPLOYMENT IN SPAIN (INDICATIVE DURATION 24 MONTHS; INDICATIVE BUDGET EUR 560,000 – EC REFERENCE 19E502)

Project background:

Spain has one of the highest rates of youth unemployment (33.4%) and long-term unemployment (44.5% of all unemployed) in the EU. While these rates in large part reflect deficiencies in the labour market, they also indicate problems related to the public labour market integration strategies and policy delivery. In response, the Government of Spain has adopted and started to develop new strategies and action plans for employment activation. The 2017-2020 Spanish Strategy for Employment Activation has been adopted at the end of 2017, followed by the 2019-2021 Youth Employment Action Plan at the end of 2018, while the adoption of the 2019-2021 Long-term Unemployment Action Plan is planned for the beginning of 2nd quarter of 2019. Against this background, the Spanish Public Employment Service (“SEPE”) has requested technical support with the implementation of the Youth and Long-term Unemployment Action Plans.

Project specific objective:

The specific objective of the project is to provide technical assistance to the SEPE in support of the implementation of the Action Plans on Youth Employment and the Long-term Unemployed.

Main project activities to be carried out by the World Bank:

- Carrying out the mapping of measures targeting Youth and Long-term unemployed across the comunidades autonomas (autonomous regions).
- Support SEPE in the development of standardized measures included in the Youth Employment and Long-term Unemployed Action Plans.
• Supporting SEPE in building the data infrastructure that will support the monitoring of the implementation of measures included in the Action Plans.
• Supporting SEPE in the development of monitoring tool(s) to facilitate the implementation of the Action plans.
• Support to SEPE in the preparation of regular quarterly reports on the implementation of the Action Plans.

Final outputs:

• Mapping of measures targeting Youth and Long-term unemployed across the comunidades autónomas (autonomous regions).
• Proposal for the standardization of the measures included in the Youth Employment and Long-term Unemployed Action Plans.
• Proposal for the data infrastructure that will support the monitoring of the implementation of measures included in the Action plans.
• First drafts quarterly reports on the implementation of the Action plans.

3. **Eligible Expenditures**

3.1 For Bank-executed activities, the Trust Fund funds may be used to finance:

   (a) Staff and individual consultant services;
   (b) Cost of travel;
   (c) Cost of training and workshop; and
   (d) Other services including translation.

4. **Taxes**

4.1 The foregoing activities and categories of expenditures may include the financing of taxes in accordance with the Bank’s applicable policies and procedures.

5. **Program Criteria**

5.1 Activities are to be financed in accordance with the following program criteria:

The Trust Fund is established to enable the European Commission and the Bank to continue to collaborate and exchange experience and expertise on a number of themes under all three pillars of the Europe 2020 Agenda – of smart, sustainable and inclusive growth. The express purpose of this Trust Fund is to allow the European Commission to avail itself of the Bank’s technical assistance and analytical and policy capacity for the purpose of pursuing the goals of Europe 2020. The three pillars of Europe 2020 are broadly in line with the objectives and strategies adopted in the Europe and Central Asia Region of the World Bank Group. All activities that are in pursuance of these three pillars are eligible to be financed and implemented under this Trust Fund.
STANDARD PROVISIONS

This Annex shall be applicable to and form an integral part of the Administration Agreement for the Trust Fund between the Bank and the Donor.

1. Administration of the Contributions

1.1 The Bank shall be responsible only for performing those functions specifically set forth in this Administration Agreement and shall not be subject to any other duties or responsibilities to the Donor, including, without limitation, any duties or obligations that might otherwise apply to a fiduciary or trustee under general principles of trust or fiduciary law. Nothing in this Administration Agreement shall be considered a waiver of any privileges or immunities of the Bank under its Articles of Agreement or any applicable law, all of which are expressly reserved.

1.2 The Donor’s Contribution shall be administered in accordance with the Bank’s applicable policies and procedures, as the same may be amended from time to time, including its procurement, financial management, disbursement and safeguard policies, its framework to prevent and combat fraud and corruption and its screening procedures to prevent the use of Bank resources to finance terrorist activity, in line with the Bank’s obligations to give effect to the relevant decisions of the Security Council taken under Chapter VII of the of Charter of the United Nations. The Donor acknowledges that this provision does not create any obligations of the Bank under the anti-terrorist financing and asset control laws, regulations, rules and executive orders of an individual member country that may apply to the Donor.

2. Management of the Contributions

2.1 The funds deposited in the Trust Fund shall be accounted for as a single trust fund and shall be kept separate and apart from the funds of the Bank. The funds deposited in the Trust Fund may be commingled with other trust fund assets maintained by the Bank. The Bank, in its capacity as trustee, has legal title to the funds deposited in the Trust Fund.

2.2 The currency in which the funds in the Trust Fund shall be held is Euro (the “Holding Currency”).

2.3 The Donor agrees to deposit its Contributions in the Contribution Currency stated in the Administration Agreement. In the case of deposits received in a Contribution Currency other than the Holding Currency, promptly upon the receipt of such amounts and the accompanying Deposit Instructions, the Bank shall convert such amounts into the Holding Currency at the exchange rate obtained by the Bank on the date of the conversion. Where deposits prove to be insufficient to complete activities as a result of exchange rate fluctuations, neither the Bank nor the Donor shall bear any responsibility for providing any additional financing.

2.4 The funds deposited in the Trust Fund may be freely exchanged by the Bank into other currencies as may facilitate their disbursement at the exchange rate obtained by the Bank on the date of the conversion.

2.5 The Bank shall invest and reinvest the funds deposited in the Trust Fund pending their disbursement in accordance with the Bank’s applicable policies and procedures for the investment of trust funds administered by the Bank. The Bank shall transfer all income from such investment to the Donor’s applicable donor balance account with the Bank.
3. **Trust Fund Fees and Costs**

3.1 The Bank shall deduct and retain for its own account, as a deduction from each Instalment, an amount equal to five percent (5%) per Instalment as an administrative fee for the Trust Fund.

3.2 The Donor acknowledges and agrees that the percentage deductions for fees in this Trust Fund Fees and Costs section are estimated on the basis of anticipated Contributions. If actual Contributions significantly differ from what was originally anticipated at the time of signature of the first Administration Agreement, or if other circumstances affecting Trust Fund fees or costs change, the Bank reserves the right to request a change to the terms of this Trust Fund Fees and Costs section, which would be effectuated by amendments made to the Administration Agreements of the Donor and which would thereafter be applicable to all new Contributions that are provided either as amendments to supplement existing Administration Agreements or from new Administration Agreements.

4. **Accounting and Financial Reporting**

4.1 The Bank shall maintain separate records and ledger accounts in respect of the funds deposited in the Trust Fund and disbursements made therefrom.

4.2 The Bank shall furnish to the Donor current financial information relating to receipts, disbursements and fund balance in the Holding Currency with respect to the Contributions via the World Bank’s Trust Funds Donor Center secure website. Within six (6) months after all commitments and liabilities under the Trust Fund have been satisfied and the Trust Fund has been closed, the final financial information relating to receipts, disbursements and fund balance in the Holding Currency with respect to the Contributions shall be made available to the Donor via the World Bank’s Trust Funds Donor Center secure website.

4.3 The Bank shall provide to the Donor via the World Bank’s Trust Fund Donor Center secure website, within six (6) months following the end of each Bank fiscal year, an annual single audit report, comprising: (i) a management assertion together with an attestation from the Bank’s external auditors concerning the adequacy of internal control over cash-based financial reporting for all cash-based trust funds as a whole; and (ii) a combined financial statement for all cash-based trust funds together with the Bank’s external auditor’s opinion thereon. The cost of the single audit shall be borne by the Bank.

4.4 If the Donor wishes to request, on an exceptional basis, a financial statement audit by the Bank’s external auditors of the Trust Fund, the Donor and the Bank shall first consult as to whether such an external audit is necessary. The Bank and the Donor shall agree on the appropriate scope and terms of reference of such audit. Following agreement on the scope and terms of reference, the Bank shall arrange for such external audit. The costs of any such audit, including the internal costs of the Bank with respect to such audit, shall be borne by the requesting Donor.

5. **Progress Reporting**

5.1 The Bank shall provide the Donor with semi-annual reports on the progress of activities financed by the Contributions. Within six (6) months of the End Disbursement Date (as defined below), the Bank shall furnish to the Donor a final report on the activities financed by the Trust Fund.

5.2 The Donor may review or evaluate activities financed by the Trust Fund at any time up to six (6) months following the End Disbursement Date. The Donor and the Bank shall agree on the scope and conduct of such review or evaluation, and the Bank shall provide all relevant information within the limits of the Bank’s applicable policies and procedures. All associated costs, including any costs
incurred by the Bank, shall be borne by the Donor. It is understood that any such review or evaluation will not constitute a financial, compliance or other audit of the Trust Fund.

6. **Disbursement; Cancellation; Refund**

6.1 It is expected that the funds deposited in the Trust Fund will be fully disbursed by the Bank by January 31, 2022 (the “End Disbursement Date”). The Bank shall only disburse funds deposited in the Trust Fund for the purposes of this Administration Agreement (other than returns to Donor) after such date to the extent such date is changed in accordance with amendments made to the Administration Agreement(s) of the Donor. Following the End Disbursement Date, the Bank shall return any remaining balance of the Trust Fund to the Donor in the Holding Currency in the manner specified in its respective Administration Agreement on a pro rata basis with regard to the total funds deposited in the Trust Fund by such Donor relative to the total funds deposited in the Trust Fund by the Donor, all calculated as Holding Currency amounts.

6.2 The Donor may cancel all or part of such Donor’s pro rata share/contribution, and the Bank may cancel all or any Donor’s pro rata share/contribution, upon three (3) months’ prior written notice, of any Contributions (paid and not yet paid) that are not committed pursuant to any agreements entered into between the Bank and any consultants and/or other third parties for the purposes of this Administration Agreement, including any Grant Agreements, prior to the receipt of such notice. In the event of a cancellation, the Bank shall return to the Donor its pro rata share in the Holding Currency as specified in the Administration Agreement unless otherwise agreed between the Bank and the Donor.

7. **Disclosure; Dispute Resolution**

7.1 The Bank shall disclose the Administration Agreements and related information on this Trust Fund in accordance with the Bank’s Policy on Access to Information. By entering into Administration Agreements, the Donor consents to such disclosure of their respective Administration Agreements and such related information.

7.2 The Donor and the Bank shall use their best efforts to amicably settle any dispute, controversy, or claim arising out of or relating to the Administration Agreements.
ANNEX 3

GOVERNANCE OF THE ACTIVITIES SET FORTH IN SECTION 2 OF ANNEX 1 TO THIS ADMINISTRATION AGREEMENT

This Annex shall be applicable to and form an integral part of the Administration Agreement for the Trust Fund between the Bank and the Donor.

Working Modalities

1. The Bank shall be in charge of the implementation of the activities and shall consult with the Structural Reform Support Service ("SRSS") regularly. The SRSS shall take all appropriate measures to facilitate the Bank work in the performance of the activities, including, as needed, facilitating contacts with local authorities.

2. Based on the project outlines described under the activities in Annex 1 to this Agreement, the Bank shall prepare and furnish to the SRSS promptly following signature of this Agreement, a detailed description of the activities to be carried out under each individual project described in Annex 1 of this Agreement. Each detailed project description shall, contain, inter alia:

- The detailed list of expected outcome(s), output(s) and activities;
- In line with Bank Team composition described below, the composition and expertise of the Bank team for the specific activities to be carried out under the specific project, and, where appropriate, the resources (such as translations, facilities) to be made available by the relevant Member State Authority;
- Where appropriate, the modalities for the regular consultations with the SRSS and key stakeholders involved in the activities to be carried out under the project;
- The detailed indicative timeline of all the outputs;
- Based on the Indicative Results Indicators contained in Annex 4, a detailed Indicative Results Indicators for the activities to the carried out under the project, including indicators, baselines, expected result goals, target groups and assumptions;
- Based on the indicative budget of the action indicated in Article 3 of the Administrative Agreement and Annex V of the Agreement, a detailed indicative budget per project.

3. A Steering Committee, composed of the two representatives referenced to in Article 5 of the Administrative Agreement is established for the purposes of, among others, endorsing the detailed project descriptions described under the activities in Annex 1 of this Agreement.

4. No activities for individual project(s) shall start until the Steering Committee has endorsed the respective detailed project description through an exchange of letters communicated by email. Only the projects described under the activities in Annex 1 and their detailed descriptions as endorsed by the Steering Committee shall be eligible for financing out of the proceeds of the Trust Fund.

5. The Bank shall inform the SRSS of any subsequent changes in the approved detailed project descriptions. Subsequent significant changes of the outputs and/or budgetary reallocations between projects shall be submitted to the Steering Committee for approval.

6. The detailed descriptions of each project, once agreed upon by the Steering committee, shall serve as a basis for the follow up of each project's implementation. The level of detail in the progress reporting prepared under Section 5.1 of the Annex 2 to this Agreement will reflect the detailed descriptions.
7. In order to facilitate the implementation of the project, the SRSS shall be responsible for involving other EU Commission services, where appropriate. The SRSS shall also provide support to ensuring the appropriate involvement of the local authorities for the smooth execution of the activities by the Bank. The SRSS, when legally possible, shall provide the Bank with relevant documents, reports and findings, resulting from other technical assistance work streams the SRSS is or has been involved in.

8. The Bank and the SRSS shall have regular exchanges on the progress of the projects, on the Annual Work Plans or schedule of activities for the following month(s) including missions, and raise any issues as they arise concerning difficulties encountered. A Representative of the SRSS will be invited to attend all missions and all pertinent events or activities.

9. Priorities and choices to be made in the planning of the activities shall be discussed and consulted between the Bank and the SRSS. To facilitate the organization and efficiency of missions the Bank will share with the SRSS the relevant documents in a timely manner.

10. It is expected that the Bank shall consult and cooperate with the relevant Member State Authority at all major stages of the activities to be implemented under this Agreement. It is expected that the relevant Member State Authority shall provide input where necessary, comment on the work plan of the project, review draft outputs and provide detailed comments.

11. It is expected that the outputs resulting from the project’s activities shall be delivered by the Bank to the relevant Member State Authority and the SRSS directly. The Bank shall share with the SRSS draft outputs. The SRSS may provide comments that the Bank may take into account. The Bank shall inform the SRSS of those cases where the SRSS feedback was not taken into consideration.

12. The Bank shall notify the SRSS without delay on any circumstances likely to adversely affect the implementation and management of this Agreement or to significantly delay or jeopardize the performance of the activities or the expected outputs and outcomes.

13. The Bank will carry out the visibility activities agreed between the Bank and the SRSS in the Visibility Note dated April 23, 2019, as may be updated from time to time by the parties, in line with Article 9 and Attachment 4 of the Framework Agreement.

Bank team composition:

The Bank shall, in its sole discretion, determine the composition of the staff (including staff holding consultant appointments) assigned to perform the activities under this Agreement. The Bank teams will be managed by a Bank Task Team Leaders with relevant experience, drawing on the expertise of the World Bank Group staff with extensive experience on areas identified in the detailed project descriptions agreed with the SRSS and endorsed by the Steering Committee. The details of the Bank teams’ competencies will be outlined in the detailed project descriptions and will include in-depth knowledge of EU and country-specific expertise and ability to produce high-quality outputs.
<table>
<thead>
<tr>
<th>Expected Results (logic of intervention)</th>
<th>Indicators</th>
<th>Baseline</th>
<th>Result goals</th>
<th>Target groups</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Impact</strong></td>
<td></td>
<td></td>
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<tr>
<td>Over the long term, the activities, outputs and associated outcomes are expected to contribute towards supporting conditions for inclusive growth in selected European Union member states.</td>
<td></td>
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<tr>
<td><strong>Outcome (s)</strong></td>
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<tr>
<td>The overall expected outcome of the project is increased capacity of public administrations regarding inclusion of vulnerable groups in social protection and labour market policy (disabled, elderly, Roma, refugees, youth), and regarding improvement of teacher policies.</td>
<td></td>
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</tr>
<tr>
<td>Consolidated teacher policy for improving the attractiveness of the teaching profession and improving learning outcomes in Bulgaria</td>
<td>Basic elements of teacher policies, that are the foundation for improving the attractiveness of the teaching profession and improving learning outcomes, are underprioritized or addressed with fragmented actions</td>
<td>Improved capacity in MoES to design and implement consolidated teacher policies by applying policy development instruments and tools</td>
<td>Government of Bulgaria (Ministry of Education and Science (MoES))</td>
<td>Adoption and implementation of the outputs by Government authorities and subsequent enforcement</td>
<td></td>
</tr>
<tr>
<td>Improved delivery of elderly care services in Greece</td>
<td>Elderly care services are administered without systematic coordination, which can lead to overlaps and gaps in service availability</td>
<td>Administration of publicly financed elderly care services is coordinated under a single umbrella</td>
<td>Government of Greece (Ministry of Labour, Social Security and Social Solidarity)</td>
<td>Adoption and implementation of the outputs by Government authorities and subsequent enforcement</td>
<td></td>
</tr>
<tr>
<td>Improved labor market integration of refugees in Greece</td>
<td>Interventions to improve the labor market integration of refugees are ad-hoc and do not provide an evidence base for mainstreaming interventions into the ongoing active labor market policy reform</td>
<td>Procedures for pilot interventions to improve the labor market integration of refugees are enhanced</td>
<td>Government of Greece (Ministry of Labour, Social Security and Social Solidarity)</td>
<td>Adoption and implementation of the outputs by Government authorities and subsequent enforcement</td>
<td></td>
</tr>
<tr>
<td>Improved disability-related policies in Lithuania, Latvia and Greece</td>
<td>Functionality factors are not taken into account systematically in disability status determination in Latvia, Lithuania and Greece</td>
<td>Improved assessment of disability with the inclusion of functionality assessment in Lithuania, Latvia and Greece</td>
<td>Governments of Lithuania (Ministry of Social Security and Labor), Latvia (Ministry of Welfare), and Greece</td>
<td>Adoption and implementation of the outputs by Government authorities and subsequent enforcement</td>
<td></td>
</tr>
<tr>
<td>Improved institutional capacity to Romanian</td>
<td>Romanian has</td>
<td>National</td>
<td>Adoption and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expected Results (logic of intervention)</td>
<td>Indicators</td>
<td>Baseline</td>
<td>Result goals</td>
<td>Target groups</td>
<td>Assumptions</td>
</tr>
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</tr>
<tr>
<td>monitor progress and inform policy choices for Roma inclusion in Romania</td>
<td>government has limited institutional capacity to monitor progress and inform policy choices in the Roma inclusion agenda</td>
<td>an enhanced institutional capacity to monitor progress and inform policy choices on its interventions in the Roma inclusion agenda</td>
<td>Agency for the Roma (NAR) and Roma County Offices</td>
<td>implementation of the outputs by Government authorities and subsequent enforcement</td>
<td></td>
</tr>
<tr>
<td>Improved public administration capacity to implement public labour market integration strategies for youth in Spain</td>
<td>Limited public administration capacity to implement the Youth and Long-term unemployment Action Plans, constraining policy delivery</td>
<td>Enhanced public administration capacity to implement the Youth and Long-term unemployment Action Plans</td>
<td>Government of Spain (Spanish Public Employment Service)</td>
<td>Adoption and implementation of the outputs by Government authorities and subsequent enforcement</td>
<td></td>
</tr>
<tr>
<td><strong>Output(s)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teaching workforce Policy note and recommendations (Bulgaria)</td>
<td>0</td>
<td>1</td>
<td>Government of Bulgaria (Ministry of Education and Science (MoES))</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technical note outlining the mapping of the three programmes targeting elderly care services (Greece)</td>
<td>0</td>
<td>1</td>
<td>Government of Greece (Ministry of Labour, Social Security and Social Solidarity)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Methodology for skill assessment of refugee population (Greece)</td>
<td>0</td>
<td>1</td>
<td>Government of Greece (Ministry of Labour, Social Security and Social Solidarity)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recommendations for inclusion of functionality into disability assessment methodology, and for corresponding adjustments of administrative processes (Latvia, Lithuania, Greece)</td>
<td>0</td>
<td>3</td>
<td>Governments of Lithuania (Ministry of Social Security and Labor), Latvia (Ministry of Welfare), and Greece</td>
<td></td>
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</tr>
<tr>
<td>Detailed methodology for guiding the preparation of standardised County Implementation Reports (Romania)</td>
<td>0</td>
<td>1</td>
<td>National Agency for the Roma (NAR) and Roma</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expected Results (logic of intervention)</td>
<td>Indicators</td>
<td>Baseline</td>
<td>Result goals</td>
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</tr>
<tr>
<td>Monitoring and evaluation strategy on the implementation of the Youth and Long-term unemployment Action Plans (Spain)</td>
<td></td>
<td>0</td>
<td>1</td>
<td>County Offices</td>
<td>Government of Spain (Spanish Public Employment Service)</td>
</tr>
</tbody>
</table>
ANNEX 5

INDICATIVE BUDGET

FOR THE ANNEX 1 ACTIVITIES

<table>
<thead>
<tr>
<th>Expenditure Category</th>
<th>Amount in Euro</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff and consultant services</td>
<td>1,217,710</td>
</tr>
<tr>
<td>Cost of travel</td>
<td>587,860</td>
</tr>
<tr>
<td>Training and workshops</td>
<td>209,950</td>
</tr>
<tr>
<td>Other services including translation</td>
<td>83,980</td>
</tr>
<tr>
<td><strong>Sub-total</strong></td>
<td><strong>2,099,500</strong></td>
</tr>
<tr>
<td>Administration fee (5%)</td>
<td>110,500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>2,210,000</strong></td>
</tr>
</tbody>
</table>

The amount estimated for personnel is calculated taking into account different levels of expertise estimated to be required for carrying out the activities described in Annex 1.

The World Bank Group entity may transfer amounts between categories of the indicative budget. This does not require an amendment of the Administration Agreement if the Action is carried out as described in Annex I.