



## **European Return Fund**

### **ANNUAL PROGRAMME 2010**

of Hungary

**MEMBER STATE:** Hungary

**FUND:** European Return Fund

**RESPONSIBLE AUTHORITY:** Ministry of Interior, József Attila utca 2-4,  
1051 Budapest, Hungary

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## **0. Justification for the revision of the Annual Programme 2010**

Given that changes to financial breakdowns have exceeded 10% in the financial table it is necessary to submit a revision to the annual programme. In addition, further changes proved necessary during the implementation of the annual programme. Changes in the annual programme thus mainly affect the financial table, in addition there are changes to the indicators as well as to the scope of certain actions.

The Responsible Authority has not received any project proposals under Actions 3.2.1, 3.3.1. and 3.3.4., thus these actions have been deleted and the financial breakdowns for these actions have been reallocated. The indicators set for Actions 3.1.1., 3.1.2.1., 3.3.2. and 3.3.3. have been modified in accordance with the actual implementation of the projects approved by the Responsible Authority under these actions. Significant changes have been made in the scope of Action 3.2.2. due to legislative modifications taking place as well as it was necessary to increase the allocation foreseen for the implementation of this action. Finally, under Actions 3.1.2.2 and 3.1.4. the project proposal was not submitted by the applicant in the second round of the calls for interest procedure, therefore these actions were deleted.

## **1. GENERAL RULES FOR SELECTION OF PROJECTS TO BE FINANCED UNDER THE PROGRAMME**

The general rules for the selection of projects to be financed under the European Return Fund 2010 are based on:

- the national management and control system signed by the relevant Hungarian authorities and approved by the European Commission,
- the Ministerial Decree 17/2010. (IV. 29.) of the Minister of Interior – issued with the agreement of the Minister of Finance – on the creation of the institutional, management and control systems and on the fundamental regulations of the use of the funds deriving from the 2007-2013 General Programme “Solidarity and Management of Migration Flows” which came into force on 30<sup>th</sup> April 2010<sup>1</sup>. (hereinafter referred to as: Solid Decree),
- the Manual of Procedures which has been drafted according to Article 6 of 2008/22/EC Commission Decision and entered into force in April 2009.

The detailed rules for the selection of projects are laid down in:

- the rules of procedure of the Evaluation Committee (hereinafter referred to as EC) and
- the guidelines for applicants approved by the Responsible Person.

### ***1.1. Selection of projects when the Responsible Authority acts as an awarding body***

The Responsible Authority acts as an awarding body and an open call for proposal followed by a procedure described below is applied when the tendered activities are not based on *de*

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<sup>1</sup> The Ministerial Decree is available in Hungarian at:  
<http://www.kozlonyok.hu/nkonline/index.php?menuindex=200&pageindex=kozltart&ev=2010&szam=65>

*jure* monopoly. The proportion of the allocation tendered by open procedure is decided by the Responsible Person, namely by the Deputy State Secretary for EU and International Affairs of the Ministry of Interior.

The call for proposals is prepared by the Management Team with the involvement of the Professional Consultative Body. The Professional Consultative Body takes part in the preparation of the call for proposals by determining the priorities for the implementation of which the applicants can apply. The call for proposals specifies the possible priorities of the project proposal; the implementation period; the link to the guidelines for applicants and to the other necessary documents and information; the deadline for the submission of proposals and the arrangements to be done to receive EU subsidy and, if applicable, national co-financing.

The call for proposals is published by the Management Team in at least 2 daily papers on the website solely designated for the four Funds<sup>2</sup> (also including a hyperlink to this website on the website of the Ministry of Interior) and on the Application's Observer and in this way maximum publicity among potential beneficiaries is ensured. Any change to the content of the call for proposals is published in the same way. The potential beneficiaries are informed about the specific conditions of the call for proposals by the Management Team.

In addition to the call for proposals, a guideline for applicants and the model grant agreement are published on the website of the Ministry of Interior which contain detailed general information on the European Return Fund allocation for 2010; about EU financing and national co-financing; the priorities and the range of actions that can be applied for by the applicants; the relevant EU and national legal background; the eligibility criteria for applicants and the formal, technical, professional and financial criteria for applications and information on the evaluation procedure and the eligibility. The selection criteria and all the information announced in the guidelines are consistent with the minimum criteria defined by the legal basis, are non-discriminatory and they provide for equal treatment, as the application is open for public institutions and non-governmental actors as well. The guideline for applicants informs the potential beneficiaries also about the eligible costs, the time period for the implementation; as well as about financial and other requirements, obligations and information to be kept and communicated as specific conditions concerning the projects.

The Management Team provides workshops and conferences for the potential applicants on the best practices regarding the preparation of proposals, where the potential applicants have the opportunity to receive more information on the selection and the evaluation of projects and on the specific conditions concerning the projects. Questions can be asked and all questions and answers are uploaded on the website of the Ministry of Interior in order to equally inform every potential applicant.

The Management Team manages the received proposals and arranges the evaluation of the proposals by inviting the members of the EC and by taking care of other administrative tasks. On the basis of the principle of transparency, the opening of the envelopes is public and every applicant may be present at this event. The Management Team opens only those applications that have been submitted in time.

The EC evaluates the applications on the basis of the criteria and procedure determined by the Responsible Authority in the guidelines of applicants and in the rules of procedure of the EC. The selection criteria are based on the minimum selection criteria laid down in Article 8 of Council Decision of 23 May 2007 establishing the European Return Fund for the period 2008

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<sup>2</sup> <http://www.solidalapok.hu/>

to 2013 as part of the General Programme ‘Solidarity and Management of Migration Flows’<sup>3</sup> (hereinafter referred to as: Basic Act) and are incorporated in the evaluation sheet used by the members of the EC. The evaluation sheet is included in the guidelines for applicants; therefore the selection criteria are available for all interested stakeholders.

The EC’s functioning is governed by detailed rules of procedure. The members of the EC are experts with relevant experience in the field of Hungarian and European migration policy, including return policy. The EC’s work is supported by observers who cannot vote but their opinion has to be taken into consideration. The members of the EC and the observers are totally independent and it is forbidden for the organization for which they work to submit a grant application. Act CLXXXI of 2007 on the transparency of public support declares that experts of organizations submitting proposals cannot participate in the evaluation process. Potential members of the EC are delegated from the Ministry of Interior, the UNHCR and the National Development Agency. The head of the EC is designated by the Responsible Person. The project supervisors participate in the EC as observers. The members and the observers of the EC are experts who have expertise either in the field of EU funds or concerning the eligible actions that can be subsidized by the European Return Fund. The members have equal voting right and the EC brings its decision by simple majority. In case of the equality of votes, the vote of the head of the EC prevails.

Every person present at the evaluation has to sign a declaration stating confidentiality and lack of incompatibility.

In order to fulfil the professional and financial requirements, the proposals shall contain among others the following elements: references to relevant priorities of the Basic Act; detailed and scheduled description of the planned activities; description and number of the target group; required qualifications, experience and tasks of the project staff; planned equipment to be purchased in the project; the effects of the project results on the target group; place of implementation; planned detailed budget; indicators, risk analysis, sustainability and the required attachments to prove the competence of the applicant (such as CVs, basic documents of the organisation).

*A) The first phase of the evaluation process is the preliminary assessment phase:*

1) The Management Team verifies whether the formal requirements are met (all required supporting documents have been submitted; the application form has been filled in completely; whether the content of the proposal corresponds with the table of content). If the formal requirements are not met, two possibilities arise:

- If the deficiencies cannot be supplemented according to the guidelines for applicants, the proposal has to be rejected in this phase.
- If the deficiencies can be supplemented according to the guidelines for applicants, the applicant is requested to complete its proposal.

2) The Professional Consultative Body verifies the professional eligibility criteria (whether the general objective and purpose of the planned activities and the target group of the proposal are in compliance with the call for proposals and the Basic Act; whether one project aims to implement one action). If questions to be clarified arise in connection with the

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<sup>3</sup> Decision No 575/2007/EC of the European Parliament and of the Council of 23 May 2007 establishing the European Return Fund for the period 2008 to 2013 as part of the General Programme Solidarity and Management of Migration Flows [OJ L 144, 6.6.2007, p. 45–65]

professional eligibility criteria, the Professional Consultative Body invites the applicants to answer these questions. The Professional Consultative Body informs the EC about the result of this process.

*B) The second phase of the evaluation process is the evaluation on the merits of the proposals which is done by the EC:*

The EC evaluates the proposals from professional and financial aspects, then it assesses and selects the projects to be subsidised. In case the proposals are not detailed enough, the EC once gives the opportunity to the applicants to complete the documents within a fixed deadline and can ask for clarification.

Every voting member of the EC evaluates all proposals using the evaluation sheet. All voting EC members evaluate the proposals by giving scores for the different professional and financial criteria included in the evaluation sheet. Proposals have to reach 50% of the obtainable points in both financial and professional aspects so that they can be supported. At the end of the evaluation the project proposals are put into order based on the achieved scores starting with the proposal having gained the highest score. The project proposals with the highest scores are chosen to be supported from the available allocation.

Following the evaluation, on the basis of the so-evolved order of the project proposals, the EC – taking into consideration the amount of the relevant Return Fund allocation – makes its proposal on the selected projects to be subsidized. The proposal is approved by the Responsible Person. In case the proposal is rejected, the EC has to make another proposal.

After the proposal on the selected projects to be subsidized has been approved, the Management Team informs each applicant of the result of the selection process in writing and parallel to this makes the award decision – including the name of the applicants, the titles of the projects, the scores and the amount of the allowance granted – available on the website solely designated for the four Funds<sup>4</sup> (also including a hyperlink to this website on the website of the Ministry of Interior). If the EC reduced the amount of the grant that had been applied for and this was approved by the Responsible Person as well, the grant recipient is requested to make a declaration stating that it accepts the decision and undertakes to implement the project also under these conditions.

According to the Solid Decree, applicants may file a complaint to the Responsible Person against the rejection of their proposals or against the reduction of the amount of the grant, provided that this was due to a violation of law or a violation of the guidelines for applicants. Complaints can be filed within 5 working days from informing the applicants about the result of the selection process. The complaint is examined on the merits in 15 days by an independent committee within the structure of the Responsible Authority.

The project implementation is defined in details in the grant agreements and followed up directly by the project supervisors.

#### **Time schedule of the selection procedure:**

Publishing of call for proposals for grant applications: 10<sup>th</sup> September 2010

Deadline for submission of grant applications: 15<sup>th</sup> October 2010

Opening of envelopes (public): 18<sup>th</sup> October 2010

Preliminary assessment of grant applications (non-public): 18 October 2010 – 29

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<sup>4</sup> <http://www.solidalapok.hu/>

October 2010

Evaluation on the merits of grant applications (non-public): second half of November 2010

Announcement of award decision: November 2010

Conclusion of contracts: until 31<sup>st</sup> December 2010

Implementation of projects: 1<sup>st</sup> January 2011 – 30<sup>th</sup> June 2012

The above time schedule includes indicative dates for the selection procedure taking into account the time schedule for the European Refugee Fund and for the European Integration Fund.

In case the total allocation cannot be granted, another call for proposals may be published.

## **1.2. Selection of projects when the Responsible Authority acts as an executing body**

The Responsible Authority acting as an executing body implements projects financed by the European Return Fund in close cooperation with the competent public bodies which are in *de jure* monopoly situations on the basis of law or other regulation regarding the implementation of the planned activities.

The Responsible Authority arranges closed, two-round calls for interest.

According to the Solid Decree, the first round has to be conducted before the preparation of the Annual Programme. Therefore, on 18<sup>th</sup> of August 2009 within the same procedure as for the 2009 allocation, the Responsible Authority placed the call for interest, the guideline for applicants and the form of the project data sheet on its website and sent the call for interest directly to the competent authorities as well, namely to the Office of Immigration and Nationality, to the Police Headquarters and to the Office of the National Judicial Council<sup>5</sup>. The deadline in the first round for submitting the project data sheets was the 18<sup>th</sup> of September 2009.

In the first round of this type of procedure the applicants are requested to send a project data sheet to the Responsible Authority containing among others the following information: references to the legal basis of *de jure* monopoly, to the relevant priorities of the Basic Act, short description of the planned activities, planned budget and indicators.

The project proposals are evaluated by an independent Evaluation Committee (hereinafter also referred to as: EC), whose functioning is governed by detailed rules of procedure. The EC is composed of delegates from the Ministry of Interior (Department of European Cooperation and the Department of Support Coordination) and the National Development Agency. The head of the EC is one of the delegates of the Department of European Cooperation and is designated by the Responsible Person. The EC's work is assisted by observers who may not vote but their opinion has to be taken into consideration and their comments are registered in the minutes. The members of the EC and the observers are independent and have expertise either in the field of EU funds or in the speciality of eligible actions that can be subsidized by the European Return Fund. The members have equal voting rights and the EC brings its decision by simple majority. In case of the equality of votes, the vote of the head of the EC prevails. Every person present at the evaluation has to sign a declaration stating confidentiality and lack of incompatibility.

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<sup>5</sup> The National Judicial Council is responsible for the central duties of administration of the courts in Hungary.

On the basis of the transparency principle, the opening of the envelopes is public where every applicant may be present.

The projects are evaluated in a two-round tendering procedure which is not public.

Every voting member of the EC evaluates all proposals using the evaluation sheet. In the beginning of the first round the EC checks whether the project data sheets meet the requirements set in the call for interest (eligibility and selection criteria). If some points of the project data sheet are not filled in, the EC may request via fax all the applicants at the same time to fill in the gaps concerned. The final deadline for the completion of documents or questions cannot exceed five days. In the second part of the first round the EC assesses the project data sheets from financial and professional aspects (evaluation). If open questions emerge in the course of the evaluation, the head of the EC or the person assigned by him/her can ask for further clarification via e-mail or fax. After the evaluation is completed, the EC prepares a proposal on the applications, including their budget, to be selected and the proposal has to be approved by the Responsible Person.

In the second round of the tendering procedure – which may take place after the approval of the Annual Programme by the European Commission – the authorities, whose project data sheets were selected in the first round, have to elaborate Detailed Project Sheets (hereinafter referred to as DPS) on the basis of a second call for interest. The EC evaluates the applications based on the following criteria: conformity with the project data sheet, rate of elaboration of the activities and the quantitative indicators, administrative correctness, financial effectiveness, schedule of implementation. If the DPS is not complete or not detailed enough, the EC once gives the opportunity to the applicants to complete the documents within a fixed term. The EC makes a proposal on the selected projects to be subsidized, including the amount of the subsidies, which has to be approved by the Responsible Person.

In case of both rounds, after the EC's proposal has been approved by the Responsible Person, the Management Team informs each applicant of the result of the evaluation in writing and after the second round the decision is published on the homepage of the Ministry of Interior as well. If in either of the rounds the EC reduced the amount of the grant that had been applied for and this was approved by the Responsible Person as well, the grant recipient is requested to make a declaration stating that it accepts the decision and undertakes to implement the project also under these conditions.

Applicants may file a complaint to the Responsible Person against the rejection of their proposals or against the reduction of the amount of the grant, provided that this was due to a violation of law or a violation of the guidelines for the applicants. Complaints can be filed within 5 working days from informing the applicants of the result of the selection process. The complaint is examined on the merits in 15 days by an independent committee within the structure of the Responsible Authority.

The direct grant agreements can be concluded only after the European Commission approves the Annual Programme of 2010 and after the elaboration and approval of the Detailed Project Sheet.

The project implementation is defined in details in the direct grant agreements and followed up directly by the project supervisors.

#### **Time schedule of the selection procedure:**

Publishing of call for interest for project data sheets: 18<sup>th</sup> August 2009



Deadline for submission of project data sheets: 18<sup>th</sup> September 2009

Opening of envelopes (public): 21<sup>st</sup> September 2009

Evaluation of project data sheets (non-public): 30<sup>th</sup> September 2009, 6<sup>th</sup> October 2009

Closure of the 1<sup>st</sup> round and notification on the decision: 27-28<sup>th</sup> October 2009

Publishing of a new call for interest for Detailed Project Sheets: end of August – early September 2010

Deadline for submission of Detailed Project Sheets: end of September – early October 2010

Opening of envelopes (public): early October 2010

Evaluation of Detailed Project Sheets (non-public): mid-October 2010

Announcement of award decision: early November 2010

Conclusion of direct grant agreements: December 2010

Implementation of projects: 1<sup>st</sup> January 2011 – 30<sup>th</sup> June 2012

The above time schedule includes indicative dates for the selection procedure taking into account the time schedule for the European Refugee Fund and for the European Integration Fund.

## **2. CHANGES IN THE MANAGEMENT AND CONTROL SYSTEMS**

The following changes occurred in the Management and Control System due to which the description of it is under modification and will be submitted to the European Commission in autumn 2010:

- Due to the parliamentary elections held in the spring of 2010 in Hungary a new set up of the Hungarian government was formed. As part of this, the tasks were reorganized, new ministries and governmental structure was established. The changes are declared by the Act XLII of 2010 on the list of the ministries of the Republic of Hungary. According to the institutional changes the MoJLE was dissolved. The legal successors of the MoJLE are the Ministry of Interior and the Ministry of Public Administration and Justice. The tasks related to the Solidarity Funds were shifted to the **Ministry of Interior** on 29<sup>th</sup> May 2010. **The institutional changes introduced will also have an effect on the structure of the Responsible Authority.**
- The opening of proposals is carried out by the Management Team instead of the EC.
- The preliminary assessment phase is complemented with professional assessment verifying the professional eligibility criteria. This was carried out previously during the evaluation phase.

- When the Responsible Authority acts as an awarding body, proposals have to reach 50% of the obtainable points from both financial and professional aspects in order to be considered for selection. The threshold was wrongly indicated as 60% (in the document describing the Management and Control System) and therefore, it should be corrected.
- After the EC has made its proposal on the projects to be selected, it is the Head of Unit of the Department of Support Coordination (and not the President of the EC) who submits the proposal to the Responsible Person for approval.
- According to the Solid Decree applicants can only file a complaint to the Responsible Person against the decision of the EC if this was due to a violation of law or a violation of the guideline. The complaint shall be filed within 5 working days from the information of the applicants on the result of the selection process. The complaint is examined on the merits in 15 days by an independent Committee within the structure of the Responsible Authority.

### **3. ACTIONS TO BE SUPPORTED BY THE PROGRAMME UNDER THE PRIORITIES CHOSEN**

Taking into account that Hungary has little experience in the implementation of the Return Fund, the quantified results and indicators are indicative under the following chapters and are mainly based on experiences gained throughout the implementation of the Annual Programme of 2008 of the RF. When drafting this Annual Programme, experiences can not be drawn from the Annual Programme 2009 of the RF as the project proposals are under evaluation.

#### ***3.1. Actions implementing priority 1: Support for the development of a strategic approach to return management by Hungary***

Actions 3.1.1. and 3.1.2. aim to achieve a wide set of measures, namely the encouragement of arranging voluntary return schemes for third-country nationals and the implementation of enforced return operations in full compliance with humanitarian principles and with respect to the human dignity of returnees. The actions focus on effective and sustainable return operations. Action 3.1.3. aims at implementing specific priority 2 and therefore addresses the specific situation of vulnerable returnees. Action 3.1.4. aims at capacity building of judicial bodies by enhancing efficiency and accelerating the decision-making process.

##### **3.1.1. Arranging and implementing assisted voluntary return programmes [Article 4 (1) c)] (*implementing specific priority 1.1*)**

##### **Implementing Objective 1 of the Multi-Annual Programme under Priority 1**

*The RA has modified some of the possible supported key actions and the related indicators to avoid overlappings within Action 3.1.1. in the Annual Program version 2. The financial ratio of the allocation of this action has been increased as the targeted indicator level became higher. The RA has not received any project proposal for the completion of studies on the evaluation of sustainability and development of voluntary return programmes.*

##### **a) Purpose and scope of the action**

Assisted voluntary return is an important component of migration management. This method should be preferred in the future as opposed to forced return, since it provides a better solution both in terms of human rights and cost-effectiveness. Building on the experience gained during the implementation of previous voluntary return schemes, the continuation of

such programmes is considered to be of utmost importance. Under this action the further improvement of voluntary return programmes is envisaged with special attention to effective and sustainable return. The target group of the action consists of third-country nationals who make use of voluntary return, namely: third-country nationals who have not yet received a final negative decision in relation to their request for international protection, third-country nationals who enjoy a form of international protection and third-country nationals who do not or no longer fulfil the conditions for entry and stay in a Member State. Assisted return programmes for certain groups of migrants, such as Kosovo Albanians are foreseen as well. Assisted voluntary return programmes are complex programmes in terms of services, since they include the provision of travel assistance and secondary transportation for returnees to their final destination in the destination country, essential expenses before and after return, temporary accommodation, measures facilitating the returnees to integrate or re-integrate into the country of return and other services.

Under this action special attention will be paid to the special needs of vulnerable persons. Their special situation has to be taken into account in course of the return procedure by providing preferential treatment for them, including for example the provision of supplementary or personalized aid, medical escort and medical assistance.

**Supported key actions under Action 3.1.1. shall include:**

1. Providing travel (transit and departure) assistance: for example by concluding flight and transportation arrangements, providing assistance for the returnees when arranging the necessary formalities to be carried out with the border authorities, providing the local transportation in the country of departure, receiving returnees at the airport of destination, providing secondary transportation for returnees to their final destination in the destination country. Providing the transportation of the returnee's personal belongings.
2. Assisting returnees in preparing their return, as well as providing essential expenses before return.
3. Providing limited financial contribution for initial expenses after return for covering basic needs, including costs of inland travel, medicine, food etc.
4. Ensuring special additional medical or/and non-medical assistance for vulnerable persons, such as minors, unaccompanied minors, disabled people, elderly people, pregnant women, single parents with minors, persons who have been subject to torture, rape or other serious forms of psychological, physical or sexual violence etc.
5. Providing medical or/and psychological or non-medical escort when the health or psychological situation of the migrant does not allow him/her to travel alone or providing supplementary or personalized aid for vulnerable persons.
6. Ensuring training and employment assistance and limited start-up support for economic activities. This key action aims at encouraging third-country nationals to make use of the possibility of voluntary return and introducing specific measures for returnees in the country of return to enhance their durable reintegration in their community. Cash incentives and other short-term measures necessary to launch the reintegration process focusing on the development of the returnees' personal skills, such as trainings (vocational training, language courses, computer skills development), employment assistance, start-up support for economic activities, post-return assistance and counselling are welcomed.

**b) Expected grant recipients:** International Organization for Migration, Office of Immigration and Nationality, NGOs, Police Headquarters

c) This action will be implemented by the Responsible Authority acting as an awarding body.

**d) Expected quantified results and indicators to be used:**

Key action	Output indicators	Outcome indicators	Impact
1.	At least 1 voluntary return programme (the activities detailed below will be implemented in the framework of this programme.)	Approximately 440 persons who return to the country of origin/transit/previous residence. (440 constitute the total number of returnees in the framework of the programme, every other numbers within the special activities mentioned below have to be understood within this total number.) At least 40 persons are provided with secondary transportation. Approximately 240 persons received at the airport of destination. At least 350 persons are assisted in arranging the necessary formalities to be carried out with the border authorities. At least 210 Kosovo Albanians return to their country of origin by the help of the voluntary return programme.	Third-country nationals can return to the country of origin with assistance, can find their destination without difficulties and can cross the borders without difficulties.
2.	At least 1 voluntary return programme which includes the provision of essential expenses before return	Approximately 440 persons are provided with essential expenses before return.	Third-country nationals can finance essential things for themselves before return.
3.	At least 1 voluntary return programme which includes the provision of essential expenses after return	Approximately 440 persons are provided with limited financial contribution for initial expenses after return.	Third-country nationals can finance their basic needs after return.
5.	During the voluntary return programmes medical or/and psychological or non-medical escort are provided.	Approximately 5 voluntary returnees assisted by medical or/and psychological or non-medical escort.	Third-country nationals can be escorted under appropriate circumstances, their state of health is treated in an appropriate way
6.	At least 25 returnees provided with start-up support for economic activities or participation in a tailor-made vocational training programme. At least 10 returnees provided with post-return assistance and counselling.	At least 25 returnees who are provided with start-up support or post-return assistance and counselling.	Third-country nationals have better chances to find a job which will lead to their durable re-integration.

**e) Visibility of EU funding:**

Funding from the European Return Fund must be made clearly visible for any activity linked to the actions and financed under the programme. The obligations of the grant recipient related to the visibility of the project co-financing from EU funding shall be defined in the grant agreements and in the Corporate Identity Manual.

Ways to ensure visibility include: informing all project beneficiaries of co-financing from the Return Fund; placing EU logo and RF logo on all equipments purchased for the project and on all relevant publicity materials, leaflets, letterhead, PR work; placing the EU logo and indication of co-financing from the Return Fund on grant recipients' premises (e.g. on office walls, entrances, etc.) When projects are mentioned at seminars or conferences, the audience shall be informed about co-financing from the Return Fund.

The following acknowledgement should be used for projects co-financed by the European Return Fund: "project co-financed by the European Return Fund". Any publications that acknowledge co-funding from the Return Fund must specify that the publication reflects the author's view and that the European Commission is not liable for any use that may be made of the information.

**f) Complementarity with similar actions financed by other EU instruments, if appropriate:**

In the framework of the *Return Preparatory Actions 2005, 2006 and Solidarity in Action 2007*, IOM implements the project "Enhancing Mechanisms and Harmonizing Standards in the field of Voluntary Return of Irregular Migrants in EU Central European States". This programme responds to the identified need for an enhanced framework of integrated voluntary return assistance in the Central European region. In full partnership with the competent ministries of the Czech Republic, Hungary, Poland and Slovakia – in case of the Solidarity in Action 2007 also with the ministries of Bulgaria and Romania – and in cooperation with relevant EU institutions, the programme provides the technical and financial support mechanisms to strengthen and promote Assisted Voluntary Return (AVR) programmes in the afore-mentioned countries. The approach is regional and seeks contribution to the harmonization of AVR procedures in line with EU policies and principles of return policy. The programme builds on IOM's large expertise as well as on identified best practices about AVR worldwide.

The overall objective of this programme is to contribute to the enhancement, promotion and harmonization of assisted voluntary return practices in Hungary, Slovakia, the Czech Republic and Poland, Romania and Bulgaria maximizing the opportunity for successful return of irregular migrants to their home countries.

Taking into account the speciality of voluntary return programmes which aim at the voluntary return of special groups of migrants, namely those enumerated in Article 7 of Council Decision 2007/575/EC, besides the above-mentioned, there is no other similar action financed by other EU instruments.

**g) Financial information (all figures in Euro):** EU contribution is 75% and 25% is co-financing.

<b>EU contribution</b>	a	382365,74	75%
<b>Public Allocation</b>	b	127455,25	25%
<b>Private Allocation</b>	c	0	
<b>TOTAL</b>	d=a+b+c	509820,99	100%

#### **h) Indicative time schedule:**

Start day of action: 1<sup>st</sup> of January 2011

End day of action: 30<sup>th</sup> of June 2012

**3.1.2. Simplifying and implementing enforced returns of third-country nationals who do not or no longer fulfil the conditions for entry and stay, by improving the quality of conditions of return, by providing administrative escort from the designated place of residence/detention to the airport/state border, by making the inland transfer more effective [Article 4 (1) e]**

#### **Implementing Objective 2 of the Multi-Annual Programme under Priority 1**

##### **General description:**

This action aims at the effective implementation of law concerning the removal by deportation and at enhancing the credibility and integrity of immigration policies and at reducing the period of detention of persons waiting for forced removal. It also aims at improving the arrangement of proper conditions to develop the recent practice on return in order to ensure the cost effective and sustainable nature of such actions.

As it is detailed in the Hungarian Multi-Annual Programme of the European Return Fund, the New Aliens Act (Act II of 2007) stipulates that in case of deportation by air it is the Office of Immigration and Nationality and in case of deportation by land it is the Police Headquarters that arranges the conditions of removal by deportation. The relevant rules are detailed in the Ministerial Decree 26/2007. (V. 31.) on the implementation of removal by deportation. The arrangements of the conditions of removal by deportation include the following: providing for the acquisition of travel documents and the necessary visas for the entry to the destination country or for the inland transfer, taking the necessary measures for the application of readmission agreements, providing for the acquisition of the necessary vehicles for transportation, obtaining the necessary travel tickets and, if it proves to be necessary, informing the authority of the destination and/or transfer country and provision for the transfer of the returnee in the transfer country. It is always the Police Headquarters which provides for the effective execution of the removal by deportation. During the removal by deportation the Police Headquarters has to ensure that the returnee is able to take his/her personal belongings with him/her and receives food, if the execution of removal by deportation exceeds more than 6 hours, and in case of a minor, if it exceeds 2 hours. The provision of water to the returnees in every hour also belongs to the task of the Police Headquarters. It is also prescribed that in case of minors or women returnees, one of the police officers providing escort should be female. According to Article 5 of the Ministerial Decree, the Police Headquarters, a civil servant from the Office of Immigration and Nationality, a psychologist, a physician and an interpreter may participate in the escort of the returnees. Except for a police officer, it is not an obligatory task of the state to ensure that all these persons take part in the escort; it belongs to the discretionary competence of the enumerated authorities and experts to make a decision on this.

##### **Supported actions under Action 3.1.2. shall include:**

1. Making the conditions of enforced return by land of third-country nationals who do not or no longer fulfil the conditions for entry and stay more effective. Under this action the following activities can be supported: improving the acquisition of travel documents, visas necessary for the entry to the destination country or for the inland transfer, the acquisition of the necessary vehicles for transportation, improving

transfer assistance and providing for temporary accommodation for the returnees by the Police Headquarters.

2. Making the conditions of enforced return by air of third-country nationals who do not or no longer fulfil the conditions for entry and stay more effective. Under this action the following activities can be supported: improving the acquisition of travel documents, visas necessary for the entry to the destination country or for the inland transfer, the acquisition of the necessary vehicles for transportation, improving transfer assistance and providing for temporary accommodation for the returnees by the Office of Immigration and Nationality.
3. Taking measures which make the execution of deportation by land more effective.
4. Ensuring the administrative escort from the designated place of residence/detention to the airport/state border of enforced returnees by the Police Headquarters and/or by the civil servant of the Office of Immigration and Nationality.

As this action is implemented by the Responsible Authority acting as an executing body in the framework of a closed procedure, the following projects are supported:

### **1) Quality development during removal by deportation by air III. (2010)**

*The RA has modified two indicators and the financial information because the beneficiary submitted a project proposal with lower indicator and financial level during the second round of the calls for interest (as it was programmed after the first round).*

#### **a) Purpose and scope of the action:**

The project aims to continue the project that was financed from the 2008 and 2009 annual programme allocations of the European Return Fund. Similarly to the previous ones, this project also aims at improving the quality of removal by deportation by air by providing for an unimpeded return and professional escort for expelled persons. It also makes the efforts taken in the field of return management more effective and promotes the effective and fair implementation of EU standards and international obligations in line with the humanitarian principles and human dignity. As providing administrative escort belongs to the discretionary competence of the Office of Immigration and Nationality, the added value of the project is that expelled persons do not have to return by themselves, they will be provided with professional escort during their return. The standards of alimentary and travel provisions will be increased in comparison to the basic provisions. The planned travel insurance and vaccination serve the safety of the escort. In order to ensure the success of the project for executing administrative tasks it is foreseen to recruit a project assistant working in a 4 hour part-time job.

#### **The targeted activities of the project are the following:**

- providing administrative escort for 40 persons to the country of return;
- concluding the retained amounts of flight tickets;
- providing travel insurance and vaccination for the escort;
- recruiting a project assistant working in a 4 hour part-time job.

This project is based on the following EU legal source: Article 1, 2 and 7 of Council Directive 2003/110/EC.

This project is based on the following Hungarian legislation: Article 65 of Act II of 2007, Articles 141 and 142 of the implementing Governmental Decree 114/2007 (V. 24.), Articles 3 and 5 of the Ministerial Decree 26/2007. (V. 31.)

**b) Grant recipient:** Office of Immigration and Nationality

**c)** This action is implemented by the Responsible Authority acting as an executing body in association with the Office of Immigration and Nationality

**d) Expected quantified results and indicators to be used:**

Key action	Output indicators	Outcome indicators	Impact
1.	Approximately 40 cases when administrative escort is ensured by the civil servants of the Office of Immigration and Nationality	Returnees are provided with administrative escort	More effective return management
2.	At least 28 cases when the returnee is satisfied with the returning process carried out by escort	Returnees are provided with administrative escort	The enforcement of return becomes more effective
3.	Recruiting a project assistant working in a 4 hour part-time job	Returnees are provided with better services due to the better managing of logistics and administration	Improved conditions of return for returnees

**e) Visibility of EU funding:**

Funding from the Return Fund must be made clearly visible for any activity linked to the actions and financed under the programme. The obligations of the grant recipient related to the visibility of the project co-financing from EU funding shall be defined in the grant agreement and in the Corporate Identity Manual.

Ways to ensure visibility include: informing all project beneficiaries of co-financing from the Return Fund; placing EU logo and RF logo on all equipments purchased for the project and on all relevant publicity materials, leaflets, letterhead, PR work; placing the EU logo and indication of co-financing from the Return Fund on grant recipients' premises (e.g. on office walls, entrances, etc.). When projects are mentioned at seminars or conferences, the audience shall be informed about co-financing from the Return Fund.

The following acknowledgement should be used for projects co-financed by the Return Fund: "project co-financed by the European Return Fund". Any publications that acknowledge co-funding from the Return Fund must specify that the publication reflects the author's view and that the European Commission is not liable for any use that may be made of the information.

**f) Complementarity with similar actions financed by other EU instruments, if appropriate:**

There is no similar action financed by other EU instruments for the implementation year 2010. The project is the continuation of the project financed from the 2008 and 2009 allocations of the European Return Fund.



**g) Financial information:**

EU contribution is 75% and 25% is co-financing.

<b>EU contribution</b>	a	47142,00	75%
<b>Public Allocation</b>	b	15714,00	25%
<b>Private Allocation</b>	c	0	
<b>TOTAL</b>	d=a+b+c	62856,00	100%

**h) Indicative time schedule:**

Start day of action: 1<sup>st</sup> of January 2011

End day of action: 30<sup>th</sup> of June 2012

**2) Ensuring better conditions of participation in joint flights organized by FRONTEX**

*The RA has deleted this part of Action 3.1.2. because the applicant withdrew its project proposal during the second round of the calls for interest procedure.*

**Financial information:**

EU contribution is 75% and 25% is co-financing.

<b>EU contribution</b>	a	0	75%
<b>Public Allocation</b>	b	0	25%
<b>Private Allocation</b>	c	0	
<b>TOTAL</b>	d=a+b+c	0	100%

**3.1.3 Ensuring measures to satisfy the special needs of persons requiring special treatment before return, providing social and psychological assistance and counselling at community shelters and reception camps [Article 4 (1) b)] (implementing specific priority 1.2)**

*The RA has corrected the financial information of this Action in the Annual Program version 2.*

**Implementing Objective 2 of the Multi-Annual Programme under Priority 1**

As this action is implemented by the Responsible Authority acting as an executing body in the framework of a closed procedure, the following project is supported:

**Provision of complex assistance before return 3.**

**a) Purpose and scope of the action:**

The project aims to continue the project that was financed from the 2008 and 2009 annual programmes allocations of the European Return Fund and it is also based on the “Study visit to the Netherlands” project which was financed from the 2009 annual programme allocation. This action aims to offer special social and mental preparation for potential third-country national returnees waiting for removal or asylum-seekers awaiting a court decision after the first denial of their asylum application. The potential returnees reside in the community shelter (which is the place of detention prior to expulsion) and in the reception camp. Special focus will be put on children and pregnant mothers placed in the pre-removal community (transit) shelter. The previous projects made it possible to recruit 2 social assistants in

Debrecen and 1 social assistant in Nyírbátor and also to recruit 1 psychologist working for both places.

As Act II of 2007 provides for the possibility of placing third-country nationals under compulsory confinement in a reception camp in case they are not able to support themselves, and have no adequate place to stay, have no financial resources, income, or a host or a relative who can be obliged to provide support, a lot of third-country nationals who are not eligible for receiving international protection are placed in the reception camp in Debrecen. As from the middle of 2010 third-country national returnees waiting for removal or asylum-seekers residing for the time being in the community shelter in Nyírbátor are supposed to be placed in the late Boarder Guide building in Balassagyarmat and Nyírbátor is expectedly going to be considered as a residence for applicants under Dublin procedure, considerable changes in the staff have to be taken into account.

The financial support of the two projects “Provision of complex assistance before return” in 2008 and 2009 were justified by the following reasons: The professional capacities of both the reception camp in Debrecen and the community shelter in Nyírbátor were not sufficient. The members of the staff in Nyírbátor did not have the proper qualification for counselling, since before the project there was nobody among the staff with social worker qualification. In Debrecen the staff did not have the time to properly fulfil their official obligation to provide information besides their other everyday duties. (Before the 2008 project there were 4 persons in charge of assistance for 360 persons in Debrecen and 4 persons in charge in Nyírbátor who were not social assistants). Therefore the 2008 project aimed at recruiting 2 more social assistants in Debrecen who speak several foreign languages and 1 social assistant in Nyírbátor and also at recruiting 1 psychologist working for both places. After a proper preparation period and training the task of the newly-recruited staff include the provision of psychological assistance and counselling to potential returnees (40 persons) and asylum-seekers whose applications are expected to be rejected (approximately 400 persons). Having regard to the great distance between Balassagyarmat and Debrecen and to the personnel changes the professional capacity-building of the current staff is expected to result in the improvement of fulfilling the obligations prescribed by law, therefore recruiting one more psychologist working for Balassagyarmat in part time is justified. Besides individual counselling and regular communication with the target group, in the 2010 project special emphasis will be put on conversations taking place right before the return of the third-country national or the asylum-seeker in question. These conversations with special help of a native speaker interpreter aim to prepare the returnee for going back to the home country, to encourage him/her to return and to answer frequently asked questions.

Seeing the results of the previous projects providing multilevel preparatory course for newly arrived as well as for more experienced colleagues held by experts in this field is justified. Organising vocational training, country information presentations and study visits contributes to the development of professional knowledge necessary to carry out every day tasks.

As the capacity of the community shelter in Balassagyarmat has not been maximized for vulnerable groups, the other component of the previous projects and this project as well aims at making the community shelter in Balassagyarmat suitable for admitting pregnant women and families with minors by creating a playroom, by providing assistance to minors and pregnant women and by recruiting a paediatrician. For persons whose asylum applications are rejected by the first instance authority a free-time handicraft training is provided with the aim of promoting their future integration or reintegration.

**The targeted activities of the project are the following:**

- further employment of current social workers and a psychologist;

- recruiting one psychologist (in Balassagyarmat);
- providing vocational meetings, country information presentations for personnel dealing with asylum and integration issues;
- providing information, individual assistance and counselling before return;
- increasing the standard of living, for example by providing additional medical examination for pregnant women and minors;
- taking measures enhancing integration or re-integration possibilities by providing free-time handicraft training.

This project is based on the following EU legal source: Article 5, 10, 12 and 14 of the Return Directive.

This project is based on the following Hungarian legislation: Article 62 of Act II of 2007, Articles 131 and 143 of the implementing Governmental Decree 114/2007 (V. 24.), Article 33 of the Governmental Decree 301/2007 (XI.9.), Articles 1 and 3 of the Ministerial Decree 52/2007 (XII.11.), Article 7 of Chapter 6 of the Regulation on the operation of the Office of Immigration and Nationality

**b) Expected grant recipient:** Office of Immigration and Nationality

**c)** This action will be implemented by the Responsible Authority acting as an executing body in association with the Office of Immigration and Nationality

**d) Expected quantified results and indicators to be used:**

Key action	Output indicators	Outcome indicators	Impact
1.	3 social assistants in charge	The further employment of 3 social assistants, 1 psychologist and recruiting 1 more psychologist in Balassagyarmat	Having properly qualified and sufficient number of persons dealing with potential returnees in proportion to the potential returnees
2.	At least 6 work meetings	At least 4 appropriately qualified persons in charge	Qualified personnel provide assistance and counselling.
3.	At least 300-400 persons provided with assistance and counselling	At least 300-400 persons will be provided with assistance and counselling by the 3 social assistants, one psychologist and one more psychologist recruited in the framework of the project	Potential returnees are provided with proper information on voluntary return and about their possibilities in their home countries
4.	At least one free-time training promoting integration or re-integration possibilities	Approximately 20 participants in the training	Free-time of potential returnees is spent in an appropriate way, in case of return, the re-integration of the persons concerned becomes more effective

**e) Visibility of EU funding:**

Funding from the Return Fund must be made clearly visible for any activity linked to the actions and financed under the programme. The obligations of the grant recipient related to the visibility of the project co-financing from EU funding shall be defined in the grant agreement and in the Corporate Identity Manual.

Ways to ensure visibility include: informing all project beneficiaries of co-financing from the Return Fund; placing EU logo and RF logo on all equipments purchased for the project, and on all relevant publicity materials, leaflets, letterhead, PR work; placing the EU logo and indication of co-financing from the Return Fund on grant recipients' premises (e.g. on office walls, entrances, etc.) When projects are mentioned at seminars or conferences, the audience shall be informed about co-financing from the Return Fund.

The following acknowledgement should be used for projects co-financed by the Return Fund: "project co-financed by the European Return Fund". Any publications that acknowledge co-funding from the Return Fund must specify that the publication reflects the author's view and that the European Commission is not liable for any use that may be made of the information.

**f) Complementarity with similar actions financed by other EU instruments, if appropriate:**

There is no similar action financed by other EU instruments for the implementation year 2010. The project is the continuation of the project financed from the 2008 and 2009 allocations of the European Return Fund.

**g) Financial information:**

EU contribution is 75% and 25% is co-financing.

<b>EU contribution</b>	a	97710,00	75%
<b>Public Allocation</b>	b	32570,00	25%
<b>Private Allocation</b>	c	0	
<b>TOTAL</b>	d=a+b+c	130280,00	100%

**h) Indicative time schedule:**

Start day of action: 1<sup>st</sup> of January 2011

End day of action: 30<sup>th</sup> of June 2012

**3.1.4. Enhancement of the capacity of judicial bodies to more quickly assess appealed return decisions. [Article 4 (3) c]**

**Implementing Objective 3 of the Multi-Annual Programme under Priority 1**

*The RA has deleted the Action 3.1.4. because the applicant withdrew its project proposal during the second round of the calls for interest procedure.*

**Financial information:**

EU contribution is 75% and 25% is co-financing.

<b>EU contribution</b>	a	0	75%
<b>Public Allocation</b>	b	0	25%
<b>Private Allocation</b>	c	0	
<b>TOTAL</b>	d=a+b+c	0	100%

### **3.2. Actions implementing priority 3: Support for specific innovative (inter)national tools for return management**

**3.2.1. Collecting country of origin/transit/previous residence information for the purpose of durable voluntary return, updating the already available information on Kosovo, launching pilot projects in order to implement COI missions [Article 4. (2) a)]**

**Implementing Objective 7 of the Multi-Annual Programme under Priority 3**

*The RA has deleted the Action 3.2.1. because the RA has not received any project proposal under this action.*

#### **Financial information:**

EU contribution is 75% and 25% is co-financing.

<b>EU contribution</b>	a	0	75%
<b>Public Allocation</b>	b	0	25%
<b>Private Allocation</b>	c	0	
<b>TOTAL</b>	d=a+b+c	0	100%

**3.2.2. Providing preliminary information and counselling on voluntary return or/and re-integration possibilities to potential returnees, including asylum-seekers and beneficiaries of international protection [Article 4. (1) b)]**

**Implementing Objective 5 of the Multi-Annual Programme under Priority 3**

*The RA has modified the Action 3.2.2. because a much more complex proposal was submitted in contrast to the key activities proposed under this action. In addition it was necessary to increase the financial ratio of the allocation foreseen for the implementation of this action.*

#### **a) Purpose and scope of the action:**

This action aims at promoting the ways and means to provide information on voluntary return programmes and on re-integration possibilities in the country of origin as soon as possible in asylum and immigration procedures and to encourage third-country nationals individually to make use of the possibility of voluntary return. Therefore those projects are supported under this action which provide for better and more effective information services on voluntary return and/or re-integration possibilities to third-country nationals under the scope of detention prior to expulsion or/and to third-country nationals under the scope of compulsory confinement and to asylum-seekers and beneficiaries of international protection.

Due to the recent legislative modifications the period of time spent in guarded accommodations has been prolonged, thus the maximum period of time spent in detention is 12 months.<sup>6</sup> The projects submitted under this action, when taking account of these legislative changes, aim at decreasing the level of frustration of the detainees thus making the duration of the detention more tolerable for the target group, alleviating their psychological tension and reducing the frequency and severity of psychosomatic illnesses, by providing information on voluntary return or/and re-integration possibilities, providing individual and group counselling as well as offering community activities. These activities on the long run contribute to the effective reintegration of the target group in their countries of origin.

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<sup>6</sup> According to Article 54 (5) of Act II of 2007 on the entry and residence of third-country nationals the maximum duration of detention is six months, which can be extended by a maximum of six months

Projects submitted under this action are of complex nature, however the main element of the project being the provision of preliminary information and counselling on voluntary return and/or reintegration possibilities, therefore it can only be supported under this action.

**Supported activities under Action 3.2.3. may include:**

1. Providing information through producing and disseminating leaflets, videos, posters, information brochures, application forms, CDs etc. containing information on assisted voluntary return possibilities or/and re-integration possibilities; maintenance of multilingual website on assisted voluntary return options, establishment and operation of multilingual hotline assistance in the most frequent languages of the target group.
2. Providing information through visiting reception centres and/or places of guarded accommodations and/or community shelters, NGOs, border management services and holding detailed presentations, informing third-country nationals on their possibilities of return.
3. Providing information through providing a platform for question and answer sessions addressing individual needs and providing counselling on assisted voluntary return possibilities or/and re-integration possibilities
4. Providing individual and group counselling for the target group; providing community activities, for instance offering computers with internet access, organizing sport activities etc., view a view to alleviating the psychological tension of the target group, maintaining their mental health and thereby facilitating their re-integration in their countries of origin.

**b) Expected grant recipients:** International Organization for Migration, NGOs, Office of Immigration and Nationality, National Police Headquarters

c) This action will be implemented by the Responsible Authority acting as an awarding body.

**d) Expected quantified results and indicators to be used:**

Key action	Output indicators	Outcome indicators	Impact
	Providing 1280 hours of individual counselling, community and recreational activities for the target group in at least 3 reception centres and/or guarded accommodations and/or community shelters.	At least 300 persons belonging to the target group informed on voluntary return programmes and/or re-integration possibilities and provided individual counselling,  At least 200 returned migrants who have been involved in the programme.	Better and more effective information services. Third-country nationals are encouraged to make use of the possibility of voluntary return

**e) Visibility of EU funding:**

Funding from the Return Fund must be made clearly visible for any activity linked to the actions and financed under the programme. The obligations of the grant recipient related to the visibility of the project co-financing from EU funding shall be defined in the grant agreement and in the Corporate Identity Manual.

Ways to ensure visibility include: informing all project beneficiaries of co-financing from the Return Fund, placing EU logo and RF logo on all equipments purchased for the project, and on all relevant publicity materials, leaflets, letterhead, PR work; placing the EU logo and indication of co-financing from the Return Fund on grant recipients’ premises (e.g. on office

walls, entrances, etc.) When projects are mentioned at seminars or conferences, the audience shall be informed about co-financing from the Return Fund.

The following acknowledgement should be used for projects co-financed by the Return Fund: “project co-financed by the European Return Fund”. Any publications that acknowledge co-funding from the Return Fund must specify that the publication reflects the author’s view and that the European Commission is not liable for any use that may be made of the information.

**f) Complementarity with similar actions financed by other EU instruments, if appropriate:**

There is no similar action financed by other EU instruments.

**g) Financial information:**

EU contribution is 75% and 25% is co-financing.

<b>EU contribution</b>	a	141960,00	75%
<b>Public Allocation</b>	b	47320,00	25%
<b>Private Allocation</b>	c	0	
<b>TOTAL</b>	d=a+b+c	189280,00	100%

**h) Indicative time schedule:**

Start day of action: 1<sup>st</sup> of January 2011

End day of action: 30<sup>th</sup> of June 2012

**3.3. Actions implementing priority 4: Support for EU standards and best practices on return management**

**3.3.1. In the frame of cooperation between Member States, providing seminars and trainings for practitioners in the field of removal by air with special regard to joint flights [Article 4. (2) f]**

**Implementing Objective 10 of the Multi-Annual Programme under Priority 4**

*The RA has deleted the Action 3.3.1. because the RA has not received any project proposal under this action.*

**Financial information:**

Community contribution is 75% and 25% is co-financing.

<b>Community contribution</b>	a	0	75%
<b>Public Allocation</b>	b	0	25%
<b>Private Allocation</b>	c	0	
<b>TOTAL</b>	d=a+b+c	0	100%

**3.3.2. Providing trainings, seminars for experts working in the field of return and/or for contacts on COI [Article 4. (3) d]**

**Implementing Objective 10 of the Multi-Annual Programme under Priority 4**

*The RA has modified the Action 3.3.2. because a lower number of indicators were accomplished by the beneficiaries.*

**a) Purpose and scope of the action:**

This action aims at providing trainings for experts working in the field of return. In this aspect trainings on the legal and/or practical aspects of return, for instance on the application of the principle of non-refoulement, are welcomed. The action enables the experts to make return decisions of a higher quality with more standardized practice which leads to more effective return procedures. This action also aims at ensuring the appropriate expertise on return in order to attain the effective and uniform application of common standards on return and the respect of obligations under international instruments affecting the treatment of returnees.

**Supported actions under Action 3.3.2. shall include:**

1. organizing trainings, seminars on the legal and/or practical aspects for the staff of judicial bodies, immigration authorities and other experts, practitioners working in the field of return and/or for contacts on COI;
2. organizing trainings, seminars on human rights related to return for experts working in the field of return.

**b) Expected grant recipients:** International Organization for Migration, NGOs, Office of Immigration and Nationality, Police Headquarters

c) This action will be implemented by the Responsible Authority acting as an awarding body.

**d) Expected quantified results and indicators to be used:**

Key action	Output indicators	Outcome indicators	Impact
1.	At least 3 trainings  Approximately 8-20 hours per training for experts working in the field of return. Trainings focusing on return practices and/or legal aspects and/or on human rights are welcomed.	Approximately 15 experts per training	Better quality decision-making on returns which renders the return procedure more effective

**e) Visibility of EU funding:**

Funding from the Return Fund must be made clearly visible for any activity linked to the actions and financed under the programme. The obligations of the grant recipient related to the visibility of the project co-financing from EU funding shall be defined in the grant agreement and in the Corporate Identity Manual.

Ways to ensure visibility include: informing all project beneficiaries of co-financing from the Return Fund, placing EU logo and RF logo on all equipments purchased for the project, and on all relevant publicity materials, leaflets, letterhead, PR work; placing the EU logo and indication of co-financing from the Return Fund on grant recipients' premises (e.g. on office walls, entrances, etc.) When projects are mentioned at seminars or conferences, the audience shall be informed about co-financing from the Return Fund.

The following acknowledgement should be used for projects co-financed by the Return Fund: "project co-financed by the European Return Fund". Any publications that acknowledge co-funding from the Return Fund must specify that the publication reflects the author's view and that the European Commission is not liable for any use that may be made of the information

**f) Complementarity with similar actions financed by other EU instruments, if appropriate:**

There is no similar action financed by other EU instruments.

**g) Financial information:**



Community contribution is 75% and 25% is co-financing.

<b>Community contribution</b>	a	31761,00	75%
<b>Public Allocation</b>	b	10587,00	25%
<b>Private Allocation</b>	c	0	
<b>TOTAL</b>	d=a+b+c	42348,00	100%

**h) Indicative time schedule:**

Start day of action: 1<sup>st</sup> of January 2011

End day of action: 30<sup>th</sup> of June 2012

**3.3.3. Completion of studies, exchange of information, sharing of best practices and experiences among responsible authorities and experts on the current situation and possibilities for enhancing administrative cooperation among Member States in the field of return as well as on the role of intergovernmental and non-governmental organizations to be played in this context [Article 4. (2) d]**

**Implementing Objective 9 of the Multi-Annual Programme under Priority 4**

*The RA has modified the indicators and the financial ratio of the allocation of the Action 3.3.3. because a lower financial request was submitted during the calls for proposals.*

**a) Purpose and scope of the action:**

This action aims at enhancing cooperation with other Member States by means of platforms for exchange of information, sharing of best practices and experiences with responsible authorities and experts of other Member States. Under this action those study visits are welcomed which result in the completion of a study or a report with special regard to the current situation and possibilities for enhancing administrative cooperation among Member States in the field of return as well as on the role of inter-governmental and non-governmental organization to be played in this context.

Supported actions under Action 3.3.3. shall include:

1. completion of a study or exchange of information, sharing of best practices and experiences among responsible authorities and experts on the current situation and possibilities for enhancing administrative cooperation among Member States in the field of return by means of for example study visits, seminars,
2. completion of a study or exchange of information, sharing of best practices and experiences among responsible authorities and experts on the role of intergovernmental and non-governmental organizations to be played by means of for example study visits, seminars,
3. participation in international or EU seminars, and fora organized in connection with the Return Directive in order to get to know best practices and experiences of other Member States regarding the transposition or implementation of the directive,
4. monitoring and evaluation of the current situation concerning voluntary return and forced return. This might include, inter alia, study visits or completion of studies undertaken with the view of
  - monitoring and evaluating the role of governmental and non-governmental organizations in the field of voluntary return and forced return, including the evaluation of the actions taken by such organizations;

- enhancing administrative cooperation among Member States’ government authorities and non-governmental organizations through consultation, exchange of information and sharing of best practice.

5. disseminating and putting into practice the experience gained for example by the means of organizing conferences, completing studies or reports.

6. capacity building for assisted voluntary return practitioners to be extended with secondment to a country of origin.

**b) Expected grant recipients:** International Organization for Migration, NGOs working in the field of return, Office of Immigration and Nationality, Police Headquarters

c) This action will be implemented by the Responsible Authority acting as an awarding body.

**d) Expected quantified results and indicators to be used**

Key action	Output indicators	Outcome indicators	Impact
1.	Organization of or participation in at least 2 seminar or platform for the exchange of information on the current situation of implementing the Return Directives between Member States in the field of return. Preparation of at least 1 study or report or participation on at least one conference on the current situation.	Experience gained from the best practices of other Member States’ experts and authorities  At least 100 persons reached by the conference or by the disseminated study or report	The Hungarian voluntary and enforced return operations are getting more effective and progressive

**e) Visibility of EU funding**

Funding from the Return Fund must be made clearly visible for any activity linked to the actions and financed under the programme. The obligations of the grant recipient related to visibility of the project co-financing from EU funding shall be defined in the grant agreement and in the Corporate Identity Manual.

Ways to ensure visibility include: informing all project beneficiaries of co-financing from the Return Fund, placing EU logo and RF logo on all equipments purchased for the project, and on all relevant publicity materials, leaflets, letterhead, PR work; placing the EU logo and indication of co-financing from the Return Fund on grant recipients’ premises (e.g. on office walls, entrances, etc.) When projects are mentioned at seminars or conferences, the audience shall be informed about co-financing from the Return Fund.

The following acknowledgement should be used for projects co-financed by the Return Fund: “project co-financed by the European Return Fund”. Any publications that acknowledge co-funding from the Return Fund must specify that the publication reflects the author’s view and that the European Commission is not liable for any use that may be made of the information

**f) Complementarity with similar actions financed by other EU instruments, if appropriate:**

There is no similar action financed by other EU instruments.

**g) Financial information:**

Community contribution is 75% and 25% is co-financing.

<b>Community contribution</b>	a	8316,00	75%
<b>Public Allocation</b>	b	2772,00	25%
<b>Private Allocation</b>	c	0	
<b>TOTAL</b>	d=a+b+c	11088,00	100%

**h) Indicative time schedule:**

Start day of action: 1<sup>st</sup> of January 2011

End day of action: 30<sup>th</sup> of June 2012

**3.3.4. Exchange of experience among Member States on best practices regarding voluntary or enforced return [Article 4. (2) f]  
Implementing Objective 10 of the Multi-Annual Programme under Priority 4**

*The RA has deleted the Action 3.3.4. because the RA has not received any project proposal under this action.*

**Financial information:**

Community contribution is 75% and 25% is co-financing.

<b>EU contribution</b>	a	0	75%
<b>Public Allocation</b>	b	0	25%
<b>Private Allocation</b>	c	0	
<b>TOTAL</b>	d=a+b+c	0	100%

## 4. TECHNICAL ASSISTANCE

### 4.1. The purposes of the technical assistance

The amount set aside for technical assistance under the Hungarian Annual Programme 2010 for the European Return Fund will be spent on preparatory measures, management, monitoring, evaluation, information dissemination or controlling activities carried out by the following authorities designated for the European Return Fund:

- the Ministry of Interior as *Responsible Authority* and its separate units: Department of European Cooperation as *Professional Consultative Body*, members of the Department of Support-Coordination and one member of the Department of Budgeting and Finance as *Management Team*;
- the Chief of Cabinet of the Minister of Interior as *Certifying Authority*;
- the Directorate General for Audit of European Funds<sup>7</sup> as *Audit Authority* and
- the Deputy State Secretary for EU and International Affairs as *Responsible Person*.

The Ministry of Interior is responsible also for the European Refugee Fund, for the European Fund for the Integration of third-country nationals and for the External Borders Fund. This latter operates with a different Responsible Person and a different Professional Consultative Body, but the technical assistance of this fund is handled together with that of the other three funds. Concerning financing, the activities of the designated authorities/units will be financed proportionally from the four Funds, according to the rate of amount available for technical assistance from each Fund compared to the total allocation for technical assistance from the four Funds.

Concerning personnel, another guarantee for avoiding possible overlaps is that the responsible colleagues have a description about the scope of activities in which their tasks are laid down precisely. Therefore different colleagues of the Department of European Cooperation in Justice and Home Affairs and Migration are responsible for the European Refugee Fund, for the European Fund for the Integration of Third-Country Nationals (hereinafter referred to as: European Integration Fund) and for the European Return Fund.

The **Management Team** for the four Funds is the same and at present it consists of the following teams:

- 1 person is responsible for administrative tasks.
- 3 persons are responsible for project management, and while each of them is responsible for one Fund, the work is done in teams. The wages of all 3 persons are paid proportionately from the technical assistance available for the European Refugee Fund, the European Return Fund and the European Integration Fund.
- 4 persons are responsible for financial management. The wages of two persons are paid from the budget of the Ministry of Interior, while the wages of the other two persons are paid from the technical assistance of the four Funds. As their work is related to all four Funds, their wages are proportionately paid from the technical assistance of the four Funds, according to the rate of amount available for technical

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<sup>7</sup> Established by Government Decree 210/2010 (VI.30.)

assistance from each Fund compared to the total allocation for technical assistance from the four Funds.

- In 2008 two persons were responsible for the supervision of projects; among them one person was responsible for financial questions, while the other was responsible for professional questions. Their wages were paid from the technical assistance of the European Refugee Fund. As the implementation of the projects under the European Integration Fund and the European Return Fund started in 2009, two project supervisors were hired. The wages of all the 4 supervisors are paid proportionately from the technical assistance of the European Refugee Fund, the European Integration Fund and the European Return Fund.

The experts whose wages are paid from the technical assistance of the Funds were specifically hired to perform the tasks that are in connection with the Funds, and they do not perform other tasks.

For the European Refugee Fund, the European Return Fund and the European Integration Fund there are three **Professional Consultative Bodies**, one for each Fund. They are composed of 2 persons per Fund and the head of the Professional Consultative Body, who is the same person for all three Funds. Of these seven persons the wages of five persons are paid from the budget of the Ministry of Interior and the wages of two persons are financed from the technical assistance of the European Refugee Fund, the European Return Fund and the European Integration Fund, proportionately.

The **Certifying Authority** consists of two persons (one more will be hired in 2010) who are responsible for the tasks related to all four Funds. Their wages are financed from the technical assistance of the four Funds proportionately.

**The actions financed by the technical assistance include:**

- supporting the operation of the Responsible Authority, the Certifying Authority when implementing the Hungarian Annual Programme 2010 of the European Return Fund,
- ensuring trainings for the possible partners in order to help them to elaborate appropriate project proposals and to implement the projects co-financed by the European Return Fund,
- elaborating the experiences of projects implemented under the European Return Fund,
- ensuring the visibility of the support of the Fund, such as press conference on the achievements of the Annual Programme, preparation of press materials, with the involvement of an external or internal expert,
- supporting the implementation of the tasks of the designated authorities, by the maintenance of an IT system for the monitoring and management duties;
- communication between the European Commission, the Responsible Authority and the Final Beneficiaries and expenses of the Responsible Authority, such as travel or interpretation expenses.

Financial information:

<b>FINANCING OF TECHNICAL ASSISTANCE (all figures in Euro)</b>				
<b>Community contribution</b>	<b>Public Allocation</b>	<b>Total</b>	<b>%EU</b>	<b>Share of total</b>
<b>85 642,83</b>	<b>0</b>	<b>85 642,83</b>	<b>100%</b>	<b>8,30%</b>

EU contribution to technical assistance is 100% which is 85 642,83 Euros. This amount equals to 8,30 % of the total allocation and does not exceed the 7% of the total annual amount of co-financing allocated to Hungary plus 30 000 Euros.

During the implementation of actions financed from the technical assistance the rules of public procurement according to the Act CXXIX of 2003 on Public Procurement will be respected.

Indicative time schedule for actions of technical assistance:

- Start day of actions: - 1<sup>st</sup> of January 2010
- End day of actions: - 31<sup>st</sup> of March 2013

#### **4.2. Expected quantified results are the following:**

In order to support the operation of designated authorities throughout the implementation of the Hungarian Annual Programme 2010 of the European Return Fund, the following expenses will be financed from the technical assistance:

- 1) expenses of the maintenance of the SOLID Monitoring Information System for the monitoring and management duties – financed by the 3 Funds and the External Borders Fund on a pro rata basis
- 2) expenses to cover costs of communication between the European Commission and the Responsible Authority and Final Beneficiaries, such as travel or interpretation expenses;
- 3) In order to support the operation of the Responsible Authority, the Certifying Authority and the Audit Authority, when implementing the Hungarian Annual Programme 2010 of the European Return Fund:
  - a) wages of 4 project supervisors (financed proportionately from the European Integration Fund, the European Refugee Fund and the European Return Fund),
  - b) wages of 2 experts of the Financial Management (financed proportionately from the four Funds),
  - c) wages of 3 project managers (financed proportionately from the European Integration Fund, the European Refugee Fund and the European Return Fund),
  - d) wage of 1 administrator of the Management Team – also financed by the above 3 Funds and the External Borders Fund on a pro rata basis;

- e) wages of 2 experts of the Professional Consultative Body (financed proportionately from the European Integration Fund, the European Refugee Fund and the European Return Fund),
  - f) wages of 3 experts of the Certifying Authority (financed proportionately from the four Funds) – These experts are either former colleagues of the designated authorities or will be newly hired.
  - g) expenses of organization of at least 2 trainings in order to acquire information and knowledge that is needed to provide the tasks of the Audit and Certifying Authorities concerning the European Return Fund,
  - h) costs, such as travel and accommodation costs of the project supervisors while carrying out on-spot checks of the implementation of projects funded by the European Return Fund;
- 4) expenses of organization of at least 3 workshops for partners on preparing project proposals and project implementation,
  - 5) expenses of using the uniform logo for the Funds in order to ensure visibility of co-financing,
  - 6) Expenses of information activities e.g., at least one publication, one brochure and one event open to press per year on the experiences of the European Return Fund by presenting achievements of the annual programme, in accordance with Article 33(2)(a) of the Implementing Rules. Furthermore a separate website solely designated for the four Funds will be available during the implementation of the Hungarian Annual Programme 2010 of the European Return Fund as a tool of communication.

Indicators of technical assistance:

Actions	Output indicators	Outcome indicators	Impact
1.	The IT system for the monitoring and management duties of the Responsible Authority will be maintained adequately	The monitoring system ensures that the right information will be available in one integrated system	The Responsible Authority will be able to effectively fulfil its duties
2.	Communication between the European Commission and the Responsible Authority and the Final Beneficiaries (4 TNT postal items + 20*12 postal items)		Better communication between the European Commission, the Responsible Authority and the Final Beneficiaries
3. a)	Four project supervisors will be financed proportionately from the European Return Fund	The four project supervisors will work 8 hours a day, 40 hours a week with the projects implementing the European Integration Fund, the European Refugee Fund and the European Return Fund	Support the operation of the Responsible Authority when implementing the Hungarian Annual Programme 2010 of the European Return Fund
3. b)	Two experts of the Financial Management will be financed proportionately from the European Return Fund	The two experts will work 8 hours a day, 40 hours a week with the projects implementing the four Funds	Support the operation of the Responsible Authority when implementing the Hungarian Annual Programme 2010 of the European Return Fund

3. c)	The wages of 3 project managers are financed proportionately from the European Return Fund	The project managers will work 8 hours a day, 40 hours a week with the projects implementing the European Integration Fund, the European Refugee Fund and the European Return Fund	Support the operation of the Responsible Authority when implementing the Hungarian Annual Programme 2010 of the European Return Fund
3. d)	One administrator of the Management Team will be financed proportionately from the European Return Fund	The administrator will work 8 hours a day, 40 hours a week with the administrative tasks of the projects implementing the European Integration Fund, the European Refugee Fund and the European Return Fund	Support the operation of the Management Team when implementing the Hungarian Annual Programme 2010 of the European Return Fund
3. e)	Two experts of the Professional Consultative Body will be financed proportionately from the European Return Fund	The two experts will work 8 hours a day, 40 hours a week and enhance the work of the Professional Consultative Body of the European Refugee Fund, the European Integration Fund and the European Return Fund	Support the operation of the Responsible Authority when implementing the Hungarian Annual Programme 2010 of the European Return Fund and planning the Annual Programme 2011
3. f)	Three experts of the Certifying Authority will be financed proportionately from the European Return Fund	The three experts will work 8 hours a day, 40 hours a week with the projects implementing the four Funds	Support the operation of the Certifying Authority when implementing the Hungarian Annual Programme 2010 of the European Return Fund
3. g)	At least 2 trainings will be organized for members of the Responsible, Audit and Certifying Authorities	At least 2 experts of each authority will participate at the training	Members of the Responsible, Audit and Certifying Authorities will have the information and knowledge that is needed to provide the tasks of the designated authorities concerning the European Return Fund
3. h)	At least one on-spot check per project concerning the implementation of projects funded from the European Return Fund will be undertaken		The implementation of the projects financed from the European Return Fund will be supervised appropriately
4.	At least 3 workshops will be prepared for Final Beneficiaries on preparing project proposals and project implementation	At least 4 hours of training per workshop will be provided for Final Beneficiaries	Possible grant applicants will have adequate information about preparing project proposals
5.	The uniform logo designed for the Funds will be used to ensure visibility	A uniform logo will represent the Funds in all projects financed from the European Return Fund	Visibility of co-financing will be ensured in the implementation of all projects financed from the European Return Fund



6	At least one publication, one brochure and one event open to press per year is to enhance communication.	The publication, brochure and event open to press ensure the visibility of the European Return Fund	These tools will ensure the visibility and the dissemination of the achievements of the projects
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### **4.3. Visibility of EU funding**

RF funding must be made clearly visible for any activity linked to the actions and financed under the programme. Ways to ensure visibility include:

As the Responsible Authority will be the same organisation (Ministry of Interior) in case of each Fund, the Funds will have a solid logo having a difference only in the name of the Fund in question.

The relevant EU acquis, the Multi-Annual and the Annual Programmes, the call for proposals, the result of the evaluation, the supported and implemented projects will be published on the website of the Ministry of Interior and also on the website solely designated for the four Funds.

All project beneficiaries will be informed on RF co-financing.

The EU and the RF logo will be placed on all equipment purchased for the project.

The EU and the RF logo will be placed on all materials produced by the RA for implementing the national programme (calls for project proposals, guidelines, application forms, letters to applicants, etc.),

The EU logo and indication of RF co-financing will be placed on all relevant publicity materials, leaflets, letterhead, PR work, etc.

The audience will be informed on RF co-financing when projects are mentioned at seminars or conferences. During the event open to press, the members of press will also be informed about the achievements of the projects co-financed by the European Return Fund.

The following acknowledgement should be used for projects co-financed by the European Return Fund: *“project co-financed by the European Return Fund”*

## 5. DRAFT FINANCIAL PLAN

Annual Programme - Draft Financial Plan  
Table 1 - Overview table

Hungary		Annual programme 2010 of the European Return Fund		Fund: European Return Fund					
(all figures in euro)	Ref. priority	Ref. specific priority (1)	EU Contribution (a)	Public Allocation (b)	Private Allocation (c)	TOTAL (d = a+b+c)	% EC (e = a/d)	Share of total (f = d/total d)	
Action 1: [3.1.1.]	1	sp. pr. 1.1	382365,74	127455,25		509820,99	75,0000%	49,43%	
Action 2: [3.1.2.]	1		47142,00	15714,00		62856,00	75,0000%	6,09%	
Action 3: [3.1.3.]	1	sp. pr.1.2	97710,00	32570,00		130280,00	75,0000%	12,63%	
Action 4: [3.1.4.]	1		0,00	0,00		0,00	-	0,00%	
Action 5: [3.2.1.]	3		0,00	0,00		0,00	-	0,00%	
Action 6: [3.2.2.]	3		141960,00	47320,00		189280,00	75,0000%	18,35%	
Action 7: [3.3.1.]	4		0,00	0,00		0,00	-	0,00%	
Action 8: [3.3.2.]	4		31761,00	10587,00		42348,00	75,0000%	4,11%	
Action 9: [3.3.3.]	4		8316,00	2772,00		11088,00	75,0000%	1,08%	
Action 10: [3.3.4.]	4		0,00	0,00		0,00	-	0,00%	
Technical assistance			85642,83	0,00		85642,83		8,30%	
Other operations (2)						0,00			
<b>TOTAL</b>			<b>794897,57</b>	<b>236418,25</b>	<b>0,00</b>	<b>1031315,82</b>	<b>75%</b>	<b>100,00%</b>	

Dr. Krisztina Berta  
Deputy State Secretary for EU and International Affairs

