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EU-China Social Protection Reform Project

Component 3: Improving of legal framework and policy for social assistance

First Six-months Component Status Report
17 November 2014 – 16 May 2015

Report submitted by the
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(MPiPS) - Poland,
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EU-CHINA
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中国欧盟社会保护改革项目

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Introduction

The first Component 3 Status Report presents activities in the first six months of functioning of the Component 3 within the Project and covers the period starting from 17 November 2014 to 16 May 2015.

Activities in Component 3 during this first period of implementation included mainly organisational activities (organisation of team, drafting documents) in the inception phase of the Project and preparation for the tasks and events to be held in the next phase of the Project.

The working team in charge of implementing activities related to Component 3 was established in the Project office in China. The EU Resident expert for Component 3, Ms. Marzena Breza started her duties on 23 December 2014. Chinese staff and experts including component assistant were recruited and joined the EU resident expert for Component 3 in the Project office in China in April 2015.

In the first period of implementation the following documents were prepared: Work Plan for Component 3, Plan of Activities for 2015, List of topics and sub-topics and Possible best practices. The documents – as an input to the Aide-Memoire were approved by PAC on 21 April 2015.

During this period the development of first topic (out of eleven topics planned in the Component 3) – topic 3.1.1. *Legal framework on Social Assistance* – has started, namely:

- Chinese experts started working on situational analysis concerning topic 3.1.1 (the finalisation of work is planned by the end of July, 2015).
- local study visits were organised in China in June/July 2015,
- preparation of the panel discussion on this first topic which was organised on 29 June 2015.

In the first period of the Project implementation the following events were planned for second half of 2015: High Level Event – Round Table on Social Assistance and Study Visit on Social Assistance to Poland and the Czech Republic (both to be held in September 2015). The first draft agenda and budget of the events were prepared. The topics to the discussion are preliminary accepted by the Chinese counterpart (MoCA) and

expecting a confirmation from the Project Leader. The confirmation of the documents will allow further preparation of the events.

The main difficulties observed during the first period of the project were uncertainties related to procedures and division of responsibilities stemming, to a large extent, from the announced change of the institution running the Project Secretariat. Uncertainties connected to this transition and long decision making processes may cause delays in Project activities, for which Component 3 Coordinator cannot take responsibility. Another areas that could be adjusted in order to improve the Project effectiveness are communication and long internal procedures within the Consortium. Postponing the confirmation of the dates of events is also a challenge for a proper organisation of events.

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Relevant Acronyms

Acronym	Description
ACFTU	All-China Federation of Trade Unions
ACWF	All-China Women's Federation
ADECRI	Agence pour le Développement et la Coordination des Relations Internationales (Agency for the Development and Coordination of International Relations)
CEC	China Enterprise Confederation
CASS	China Academy of Social Science
CIRC	Chinese Insurance Regulatory Commission
CMBII	Programme for Strengthening the Basic Health Care Coverage
CPC	Communist Party of China
DPRC	Disabled People Rehabilitation Centres
EN3S	Ecole Nationale Supérieure de Sécurité Sociale (National School of Advanced Social Security Studies)
ENPI	European Neighbourhood & Partnership Instrument
ESF	European Social Fund
EU	European Union
EU MS	European Member State
EUD	European Union Delegation
HRD OP	Human Resources Development Operational Programme
IAC	Insurance Association of China
IASIA	International Association of Schools and Administration Institutes
IBRD	International Bank of Reconstruction and Development
ICT	Information and Communication Technology
ILO	International Labour Organization
IMC	Internal Management Committee
IPA	Instrument for the Pre-Accession Assistance
IPSAS	International Public Sector Accounting Standards
ISSA	International Social Security Association
LAC	Latin America & the Caribbean
M&E	Monitoring and Evaluation
MIDAS	Micro-simulation for the Development of Adequacy and Sustainability
MII	Minimum Insertion Income
MIS	Management Information System
MoA	Ministry of Agriculture
MoCA	Ministry of Civil Affairs
MoF	Ministry of Finance
MOFCOM	Ministry of Commerce
NHFPC	National Health and Family Planning Commission;
MoHRSS	Ministry of Human Resources and Social Security

NDC	Notional Defined Contribution
NDRC	National Development and Reform Commission
NGO	Non-Governmental Organization
NOP	National Operating Programmes
NRP	National Reform Programmes
NSR	National Strategy Reports
OECD	Organization for Economic Co-operation and Development
OHS	Occupational Health & Safety
OMC	Open Method of Coordination
OPHRD	Operational Programme Human Resources Development
PAC	Project Advisory Committee
SAFEA	State Administration of Foreign Experts Affairs
SAI	Shanghai Administration Institute
SAWS	State Administration for Work Safety
SOCIEUX	Social Protection European Union Expertise in development cooperation
ToR	Terms of Reference
UNDP	United Nations Development Programme
WB	World Bank

1 Objectives of the Component, policy and programme context

This report describes delivery of activities under the Component 3 - Improving of legal framework and policy for social assistance - of the EU-China Social Protection Reform Project. It covers the period 17 November 2014 to 16 May 2015.

The Grant was signed on 17 November 2014. The EU Resident expert for Component 3, Ms Marzena Breza had been selected following an interview conducted on 29 October 2014. The contract of the Resident expert took effect on 23 December 2014.

1.1 Results pursued

Component 3 of the project has specifically to pursue 3 of its altogether 11 identified results - results R9 to R11 inclusive -, namely:

- Promulgating and enforcing the Social Assistance Law and the regulations on rural and urban minimum standards of living;
- Developing of legal framework on unified standards for defining social assistance benefits, target groups, low income families; and,
- Improving care for poor rural people and disabled people as well public information and transparency on social assistance policy.

MoCA is the main stakeholder and beneficiary for Component 3 activities.

Table 1 - Expected results, Component 3

R9	The capacity of the MoCA for promulgating and enforcing the Social Assistance Law and the regulations on rural and urban minimum standards of living are strengthened; the skills of local officials in policy transmission and implementation are upgraded.
R10	The legal frameworks on a) formulation of unified standards for the estimation and calculation of social assistance benefits, b) recognition of social assistance target groups and c) identification of low-income families are consolidated.
R11	Efforts of the MoCA in improved care for poor rural people and disabled people are strengthened, and public information and transparency of social assistance policies are raised at provincial level.

Annex I shows the inter-relations between results to be achieved under Component 3, Problems & Needs identified during project formulation and crosscutting issues.

1.2 Topics to be considered

For each of the project expected results, specific topics were identified during the phase of elaboration of the Grant Application Form. A total of 11 topics were considered as particularly relevant under the results assigned to Component 3 of the project, as shown in Table 2 below.

Table 2 - Topics to be considered, Component 3¹

Result	#	Topic
R9	3.1.1	Legal framework on Social Assistance
	3.1.2	Governance framework for Social Assistance administration and management process
	3.1.3	Processes and activities of policy transmission and implementation carried out at central and local level of Social Assistance
	3.1.4	Monitoring and evaluation of Social Assistance schemes
R10	3.2.1	Experiences on unified standards for calculation of Social Assistance benefits
	3.2.2	Identification of Social Assistance target groups
	3.2.3	Overlapping and “cliff” effect management and policy framework
	3.2.4	Procedures and methods for requirement verification within Social Assistance system at central, local, urban and rural level
R11	3.3.1	Social Assistance specific groups - services for children, elderly, people with disabilities, with a special focus on poor rural people
	3.3.2	Social Assistance services for poor people and families – service delivery approach
	3.3.3	Communication techniques and channels of public information on Social Assistance policy

It was considered that not all of the 11 topics could be addressed simultaneously and that a priority selection had to be made, which would also take into account the evolution in the overall situation since the elaboration of the Grant application form. Three topics were selected as priorities to be addressed from the year 2015. Among those 3 topics, one would start implementing as early as possible in 2015, while the other two would be considered from 1 July 2015 onwards. The remaining 8 topics would be allocated to activity plans of subsequent years, according to MoCA expressed priorities, after possible revision of their titles and general contents.

¹ Incorporating the changes agreed upon between MoCA and Component 3, subsequently endorsed by the PAC on its 21 April meeting.

Table 3 below presents the topics selected for implementation already from the year 2015.

Table 3 – Topics to be considered in 2015, Component 3

ID	DESCRIPTION	R.	DATE STARTS
1	Component 3 - Improving of legal framework and policy for social assistance		
3.1.1	Legal framework on Social Assistance	9	Apr 2015
3.2.1	Experiences on unified standards for calculation of Social Assistance benefits	10	Jul 2015
3.3.1	Social Assistance specific groups - services for children, elderly, people with disabilities, with a special focus on poor rural people	11	Jul 2015

1.3 Best practices

In order to increase the relevance and to improve the focussing of exposure to European best practices under each of the related topics, the concerned members of the Consortium further proposed a breakdown of the topics into sub-topics, indicating for each of those the areas for which they felt confident to bring most relevant and up-to-date references to their Chinese partners, and notably MoCA.

Concerning Component 3, Belgium, the Czech Republic, France, Italy, Poland and Romania conducted such a pilot identification exercise, which outcome is shown in Annex 2. It was subsequently agreed and endorsed by the PAC that the selection of best practices should respond to the needs identified by the Chinese counterparts, and that there was no need to produce general reports introducing the details of the Consortium individual social assistance systems.

1.4 Beneficiaries

The main Chinese stakeholder for Component 3 of the project is the Ministry of Civil Affairs (MoCA). Department of Social Assistance in MoCA is the lead technical unit for Component 3. It is also to be expected that non-governmental organizations² will be duly associated to relevant project activities.

² China Social Assistance Foundation (CSAF), China Foundation for Poverty Alleviation (CFPA), China Foundation For Disabled Persons (CFDP), China Aging Association (CAA), China Care Foundation (CCF), National Charity Federation (NCF), China Women Development Foundation (CWDF), Shenzhen Charity Federation (SCF), China Charities Aid Foundation For Children (CCAFC), China Social Welfare Foundation (CSWF) and the Red Cross Society of China All-China (RCSC)

1.5 Planning for overseas activities

Activities related to the project Component 3 in a given calendar year have to be included in the main stakeholder's own work plan for the same year in order to attract the required matching funds. National work plans for year T are usually to be submitted by MoCA and approved by the Government during the third quarter of year T-1.

To be acceptable, national work plans need to abide by established Government rules. In particular, specific criteria apply for activities to be conducted overseas, as clarified in table 4 below.

Table 4 - Procedures and Criteria, Overseas Activities

	Study visit
Duration	8 days including travel depending on number of countries
Nb of Countries	2 countries
Nb of participants	10 persons maximum
Target group	Can be different levels (national, regional, district) but same sector (e.g. MoCA) and additionally senior experts suggested by MoCA
Approval authority	MoCA
Deadline	To be submitted during previous year (3rd quarter)
Amendments	

The project, and notably its Component 3 dealing directly with policy responses, has to adapt to a possibly changing environment in the fields it covers.

2 Activities

The current chapter presents a summary of activities conducted during the period under review as far as Component 3 is concerned. It distinguishes between those activities inserted in the project common framework, and activities specific to C3 component.

The Grant application form anticipates that the first months of the project will be dedicated to what it calls an Inception phase – macro-activity 0.1 - common to all three components for a duration of about three months, followed by component-specific Identification phases – macro-activity 1.1 for C3.

The Inception phase was supposed to include all necessary actions to allow for a proper design and implementation to follow of project activities. The delay in actually starting project activities after the signature of the relevant documentation and the difficulties encountered in China to practically establish the project office led to an extension of the Inception phase to finally cover a period of practically five months until the first PAC meeting officially endorsing project strategy, organization and plan of activities.

In parallel, some important activities were taken under Component 3 in full collaboration with MoCA to avoid excessive delays in programme implementation – which explains that substantive action may already be reported under the C3 Identification phase as part of this report covering the first six months of project existence.

Further, to respond to the requests of the Chinese stakeholders, notably MoCA, action was taken under C3 auspices to already start planning and implementing activities that would normally be considered only at later stages of the project – Analysis phase, macro-activity 1.5, Study Assignments to EU countries.

This apparent inconsistency corresponds to the fact that the Chinese internal authorization process requests prior approval (in preceding calendar year) of activities to be conducted abroad, and that MoCA when presenting its own requests in 2014 had not anticipated that important delays might occur at the beginning of project implementation. Activities planned in 2015 had therefore to be conducted in anticipation of the results of the Identification phase, since their authorization could not be extended to the year 2016, and could definitely not be considered to run concurrently with those to be submitted later on in 2015 for implementation the following year.

2.1 Horizontal Activities- Macro-activity 0.1 – Inception

2.1.1 Human resources

Within the framework of Component 3, the main characteristics (profile) of European short term experts – EU MS Public Sector Staff - to be mobilized over the first (civil) year of the project was shared with the Consortium on 30 January 2015, when discussing the tentative plan of activities (HR Planning). It was later on shared with MoCA, on the occasion of bilateral discussions to finalize the component plan of activities for 2015.

Table 5 – C3, EU MS Public sector staff, 2015 - Planned

# ACTIV. PLAN	PURPOSE OF THE MISSION	DURATION	TIMING
3.2	To monitor the production of best practice reports, ensuring they respond to Chinese needs	2 x 1 month	October & November 2015
4.2	Support in preparation & follow up of Panel discussion sessions	2 x 2 weeks	September & November 2015
4.3	Support in preparation of Workshop and follow up activities	2 weeks	December 2015

Criteria were established for the selection of two main Chinese experts for the component – C3 Chinese experts - who should hold solid technical knowledge and occupational background, be bilingual, available, experienced, and enjoy a robust professional networking. On the basis of these criteria, and after conducting separate interviews with the EU C3 Resident Expert and with MoCA representatives, Ms Grace Guo Yu was selected for a position of Main Chinese expert (Apr-July) for which 46 w/d were earmarked. Two other positions of Chinese experts were identified, for a total of 60 w/d for Apr-July in 2015 – the total resources for Chinese experts under C3 representing 850 w/d across project life³.

Table 6 – Planned use of Chinese experts w/d – C3, 2015

³ MoCA decided to dedicate particular experts to each single topics/subtopic as the research waves come e.g. April – July; July – Nov 2015; ect. The participation of some of Chinese experts is not finalised by having contracts at the time of writing this report. It should be solved by the Secretariat in the second half of June.

Title	w/d	Period	Incumbent
MAIN CN EXPERT RESEARCH 3.1.1 Legal framework on Social Assistance subtopics: 2;4;	46	From April – July 2015	Grace Guo Yu
RESEARCH 3.1.1 Legal framework on Social Assistance subtopics: 1;3;	30	April - July 15 -	Frank Cao Feng
RESEARCH 3.1.1 Legal framework on Social Assistance subtopic: 5;	30	April - July 15 -	Alena Kong Fanhua

The selected C3 EU Resident Expert, Ms Marzena Breza, signed her contract on 23 December 2014. A component assistant (Ms Monica Huo Lei) was identified to work for the project on a part time basis (half time) from April 2015⁴.

Due to difficulties in identifying and implementing the appropriate procedures for the recruitment of Chinese staff and experts, as well as uncertainties concerning the assigned responsibilities for secretariat duties, contracts for the main experts could only be issued until 22 June 2015. At the time of writing this report, contract for the component assistant and for the three identified Chinese experts were still under processing. Procedural uncertainties had impeded moves concerning the recruitment process for positions to be occupied by European experts.

The actual mobilization of human resources therefore corresponds to what is reproduced in table 7 below.

Table 7 – C3, Contractual commitments 17 Nov.2014-16 May 2015, w/d and %

CATEGORY	Allocation w/d total	Obligations w/d*	% obligations
CN experts	850	106	12.5
EU experts	420	0	0

*- by the end of July 2015

2.1.2 Finalization of the detailed activity plan

Under macro-activity 0.1, the Grant application form notably establishes that: *“After the setting up of the Office in Beijing, the Resident Experts, in collaboration with the three Component Coordinators and the Project Leader, will:*

- *Establish a brief diagnosis of the situation and define the baseline;*

⁴ By the time of drafting the contract is not successfully provided to the Assistant.

- Carry out an in-depth analysis regarding the Audience of the Project's Results;
- Fine tune the identification of Chinese counterparts directly involved in the project implementation;
- Collect the relevant documentation necessary to the Situational Analysis for each topic to be analysed. The documentation to be collected can be related to both the sector studies previously carried out and the results of the previous project (when necessary English translation will be provided)
- Review, with the Chinese Stakeholders, the assumption of the activity plan included in the Grant Application Form. This activity plan reflects all the needs expressed from the Chinese Stakeholders and all the possible activities to be performed in order to achieve the expected results;
- Update the proposed Activity Plan, changing, integrating and prioritizing the topics included in each result in close collaboration with the Chinese Stakeholders. All the changes made on the activity plan will be shared with all the EU MS involved in the related activities.
- Define the details of scheduling for the first 6 months (from month 4th to month 9th) formalizing the detailed Activity Plan;
- Review the Project Logical Framework" (described in paragraph 2.1.5 "Logical Framework") in order to Refine the "Objectively Verifiable Indicators" (OVIs) already defined."

While information on the detailed activity plan per se will be provided in the following section of this report, it is otherwise worth noting that:

- The Brief diagnosis of the situation concerning the areas covered by C3 component of the project was produced by the main Chinese expert and endorsed by C3 Resident expert in April 2015. Full text should be accessed from Formez webpage;
- The analysis regarding the Audience of project's results as far as C3 component is concerned was conducted by the EU Resident expert in April 2015 and should be accessed through Formez webpage;
- The above referred to Analysis included the fine tuning of the identification of Chinese counterparts;
- The documentation related to previous project's activities was collected thanks to the EU delegation support;
- The project logical framework was revised and submitted to MoCA for comments, as reproduced in Annex 3 to this report (C3 areas only).

The Grant application form also provides that, during the inception phase, the Consortium will identify pilot sites if requested by the Chinese stakeholders. Concerning C3 component, local study visits were identified as indicated in table 8 below.

Table 8 – C3, Selected local study visits

No	Expert full name	City to be visited	Date FROM - TO
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1.	KONG Fanhua (Alena)	Guangzhou	June 12
2.	KONG Fanhua (Alena)	Nanchang	June 17-18
3.	GUO Yu (Grace)	Wuhan	June 25-26
4.	GUO Yu (Grace)	Qingdao	July 1-2
5.	CAO Feng (Frank)	Lanzhou	June 17-18
6.	CAO Feng (Frank)	Chengdu	June 18-19

2.2 Other component-specific activities

The selection of priority topics, methods of work, identification of Chinese experts, expected outputs and preparatory works were discussed between MoCA representatives and the C3 technical team, usually composed of the Resident expert, and the component assistant. During the period under review, eight such semi-formal meetings were held. Both parties agreed to hold if possible bi-weekly meetings to exchange views on different issues of common interest, and jointly monitor project planning, implementation and evaluation.

Annex 5 to this report provides the scheduled C3 interventions over the period March 2015 – February 2016, as endorsed at the PAC meeting while Annex 6 details the main activities and expected outputs according to a monthly breakdown over the period.

2.2.1 Assessment reports and best practices

The 2015 Activity plan for C3 component endorsed by the PAC meeting on 21 April establishes that *“For each of the three topics to be considered under the project Component 3 in 2015, the project will conduct a situational analysis of the Chinese circumstances”*.

Competent Chinese experts were selected jointly by MoCA and the project C3 team for each of the three topics included in the first batch of activities, among a roster of eligible and interested candidates. The incumbents for each of the three topics started their work on or around 15 April, i.e. as soon as agreement had been reached between MoCA and the C3 component team on terms of reference and on candidates.

Regrettably, relevant contractual documents were not yet issued at the time of writing this report, owing to complex and slow procedures emanating from the project Secretariat. First draft of the report is expected between end-June. The RE is monitoring

progress with the authors, and preformed a mid – term review by June 4th, 2015 before panel discussion meeting to be held on June 29th, 2015.

It was also agreed mainly by taking into consideration the MoCA view that the EU expertise could be fully used on the next steps of the project. Since the first panel discussion was scheduled just after having 3 months of Chinese Short term experts identification and situational analysis It was decided to support the EU experience and knowledge by inviting an expert for an video conference. These comments and suggestion could be possibly elaborated more on the occasion of the HLE.

2.2.2 High Level Event – Round Table on Social Assistance

The MoCA express the willingness to hold the HLE in Beijing due to the limited possibility of the ministerial level in the events organised in Europe. The proposed but still not confirmed date is September 10th-11th, 2015. The Component Coordinator according to the needs expressed by MoCA asked Consortium Member Countries to submit a background reports on social assistance issues (C3 country reports).

The deadline was set up for July 20th, 2015 which will allow- basing on above mentioned background reports (C3 country reports) - to finalise a background note for the speaker and panellists as well will be used as a basis for the discussion for HLE.

The first approach to the HLE is to have representatives of the Consortium and Chinese counterparts on high level (policy makers) to ensure a focused discussion on the main challenging issues for the Social Assistance in China by using the EU experiences and different instruments for the social assistance policy.

Postponing the confirmation of the dates of event may be a challenge for a proper organisation of event.

2.2.3 Training and study visits abroad

Although training activities and study visits abroad should, according to the Grant application form, be conducted only after the conclusion of the Identification phase – to intervene for the first batches of C3 topics in December 2015 or January 2016 i.e. after the organization of a workshop concluding the analysis phase for the said 3 topics – it was proposed by MoCA, accepted by the project authorities and the EU delegation and approved by the PAC meeting, that activities abroad already approved internally for implementation in 2015 could be conducted in a sense by anticipation.

A study visit is to be held in September 2015 to Poland and the Czech Republic around issues related to social assistance legal provisions.

The draft program of the Study Visit is already proposed to MoCA and is under the consideration according to the procedure of Chinese officials going overseas.

Budget of the Study visit, prepared by Component Coordinator in cooperation with Resident expert is still under consideration of Project Leader and the Secretariat.

The main difficulty in the preparation of the Study visit is a long decision making process within the Consortium. Uncertainties and ineffectiveness in functioning of Project Secretariat in this first period of the Project could cause a risk of delays.

Lack of possibility to finance Chinese-English interpretation from the Project budget can be also challenging.

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CHAPTER

3 Planning for next period (17 May – 16 November 2015)

The next six months period of the project will embrace the dates between 17 May and 16 November 2015. Over these months, the C3 team will continue with topic related activities already launched during the first half year of project life which – with the exception of the reports on Baseline data and Audience for project results, have not been completed, and start activities corresponding to the second batch of priority topics for 2015.

The next six-months period of the project will see, as indicated in Annex 6, the production of a number of outputs marking the entry of project works into a truly operational phase. Table 9 below indicates the schedule tentatively retained for the progressive introduction of topics under Component C3 of the project.

Table 9 – C3, Progressive introduction of topics

ID	DESCRIPTION	R.	DATE STARTS
1	Component 3 - Improving of legal framework and policy for social assistance		
3.1.1	Legal framework on Social Assistance	9	Apr 2015
3.2.1	Experiences on unified standards for calculation of Social Assistance benefits	10	Jul 2015
3.3.1	Social Assistance specific groups - services for children, elderly, people with disabilities, with a special focus on poor rural people	11	Jul 2015

 Rank 1 priority, 2015
 Rank 2 priority, 2015

Of course, the dates marking the limit between consecutive periods of six months mark no specific landmark, and project activities are expected to run smoothly across periods. Annex 5 provides a summary grid of main activities to be implemented over project life. This grid was endorsed by the PAC meeting during its 21st April session. Its main prospective contents are briefly summarized in the following paragraphs.

3.1 Research reports

In the case of Component 3 there was decided taking into the consideration the priority of MoCA that in the first period of the Project topic one (3.1.1 Legal Framework on Social Assistance) will be analysed. The short-term Chinese experts (Ms prof. Kong,

Ms Guo, PhD, Mr Cao, PhD) started their research in mid-April after having an agreement on the content with MoCA. The final coordination of the three contributions will be on the side of the editor Ms Guo.

It was decided that the experts will analyse the subject according to the subtopics proposed in the Aide Memoiré and work plan for 2015 for Comp 3.

Within the research – identification and situational analysis phase - experts together with MoCA express the need to broaden the perspective of Social Assistance law by preparing local case studies. The local study visit to six cities outside Beijing where scheduled with a close cooperation with local offices of MoCA.

It was also agreed that the mid – term review will be organized for the first topic. Additionally before finalizing the first assessment report the panel discussion will be held.

The main idea which was stated by MoCA on several occasions is first to receive a background on the situation in China and then focus on the identified gaps and needs when considering the appropriate EU experience.

In the meantime the TOR will be submitted to ensure that for the High Level Event – Round Table on Social Assistance the EU knowledge and experience could be fully shared with the Chinese stakeholders.

According to the work plan for Comp 3 for 2015 the last two topics (3.2.1 and 3.3.1) will be researched starting from July by three Chinese short-term experts. The second panel discussion dedicated to these two topics will be organized in November. Then in December with the contribution of the Chinese and EU experts will be organized the workshop for overall topics being analysed in 2015. This would be also the main opportunity to propose first recommendations for the reforms in the field of Social Assistance.

3.2 Overseas activities

3.2.1 Study visit on Legal Framework of Social Assistance

Under the framework of topic 3.1.1, it is foreseen that a 8-days study visit on the theme of Social Assistance legal framework would be conducted for 6 MoCA officials and max 4 external experts endorsed by MoCA. The study visit will be conducted in Poland and the Czech Republic starting from 23 September 2015.

However, some aspects of the financing of study visit; the procedure to be followed to cover expenditures reimbursable by the project and budget itself were not confirmed yet.

Those questions are needed to be clarified not later than to the end of July 2015.

3.2.2 Planning for 2016

As specified above (point 1.5) overseas activities to be undertaken in one given year have to be cleared with the competent authorities during the preceding calendar year, between July and September.

It is therefore expected that discussions concerning the 2016 programme of overseas activities will be held between RE C3 and MoCA for preliminary decisions to be made in July 2015. Activities may include a 2-weeks training course for MoCA officials.

Preliminary decisions on these issues (priority topics, high level event, training course, study visit) should be made during the second PAC meeting, scheduled for the month of October 2015.

3.3 Pilot sites

Pilot sites were not decided yet by MoCA. The main concern is to have first the situational analysis completed and then decide on the particular cities/provinces for pilot sites.

Additionally to the discussion on pilot sites, MoCA was in favour to support the assessment reports to be submitted by the Short-term Chinese experts. The local study visits will be performed mainly during the second half of June. The experts will provide case study from at least 6 different cities in China.

4

ANNEXES

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Annex 1
Interrelation Results, Problems, Cross-Cutting Issue

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		Problems and needs						Cross cutting issues			
		P1	P2	P3	P4	P5	P6	I1	I2	I3	I4
		Weak and partial legal framework in social assistance system	Major disparities between rural & urban regions	Steady growth of ageing population	Inappropriate supervision and management of the social assistance funds	Unbalanced, multilayer social protection system	Difficulty and complexity to the service delivery	Gender Equality	Disability	Good governance	Human rights/equal treatment
Component 3	R9	X	X		X			X	X	X	X
	R10	X			X			X	X		X
	R11			X	X	X	X	X	X		X

Annex 2
Topics and sub-topics - Examples of European best practices

Draft

Component 3 - Improvement of legal framework and policy enforcement for social assistance			
	Topic	Sub-topic	Best practices examples
Result 9: The capacity of MoCA for promulgating and enforcing the Social Assistance Law and the regulations on rural and urban minimum standards of living are strengthened; the skills of local officials in policy transmission and implementation are upgraded			
T 9.1	Legal framework on Social Assistance	<ol style="list-style-type: none"> 1. Comprehensive evaluation of the progress and development of Social Assistance provisions for the last 20 years 2. Assessment on temporary legal measures and regulations on Social Assistance 3. Analysis on specific regulations on the Social Assistance provisions (including case study) 4. Reforms on Social Assistance, including legislative actions for the simplification and homogenization of the legal framework 5. Regulations of minimum standards of living in urban and rural areas, (i.a.Urban Dibaio Regulation) 	<p>BELGIUM: Law of 26 may 2002 on the right to Social Integration and Law of 2 april 1964 on the right to Social Integration</p> <p>CZECH REPUBLIC: State Social Support - family benefits (1995), Assistance in Material Need (2006), Living and Subsistent Minimum (2006), Benefits for people with Disabilities (2011); Experience with establishment and implementation of new non-contributory social benefit schemes after 1990 (when the Czech Republic became free market country)</p> <p>ITALY (INPS): Law 328/2000 concerning the Reform of the integrated system of Social Assistance</p> <p>POLAND: Law on Social Assistance (2004), Legal framework on the family provisions as a part of social assistance system. History: Act on social assistance of 29.11.1990. Exclusion of social pension (2003) and same benefits qualified as family benefits from the catalogue of social assistance. social assistance from May 1, 2004 bases on the act on social assistance of March 12, 2004; Reforms: Legislative actions for simplification of the legal framework aiming at creating social protection system based on clear division of social assistance tasks between central and local level ; legal framework on the family provisions as a part of social assistance system Regulation on minimum standards of living (both urban and rural areas)</p> <p>ROMANIA: Law on social assistance - general framework for organizing, functioning and financing the social assistance system: social benefits and social services); Future law on the Minimum Insertion Income (MII); History: 1524+ social benefits; 1881+ the first social assistance office within Bucharest Local Authority; 1920+ the Ministry of Labour is established, with an Assistance Directorate; 1929+ in Bucharest - The First Superior School of Social Assistance was established; Law 705/2001 on social assistance, replaced by Law no.47/2006 and then by current Law no 292/2011; Reforms: "The Strategy for Social Assistance System's Reform 2011-2013" approved in 2011 aims to make social assistance benefits more efficient, by eliminating errors, fraud, interconnecting databases, applying corrective measures, strenghtening the monitoring and evaluation capacity, better targeting for the poorest quintile of social assistance benefits, the simplifications of procedures, introducing activating measures for beneficiaries. National Strategy for social inclusion and poverty reduction 2014-2020; National Strategy for elderly and active ageing 2014-2020 The regulation of the minimum standards of living for rural and urban areas is ensured through the legislative framework which is drafted by MoLFSPE and other ministries or authorities at central level. Law no.416/2001 regarding the guaranteed minimum income (GMI).Law no.277/2010 regarding family allowance. GEO no.70/2011 regarding heating benefits</p>

Component 3 - Improvement of legal framework and policy enforcement for social assistance		
Topic	Sub-topic	Best practices examples
Result 9: The capacity of MoCA for promulgating and enforcing the Social Assistance Law and the regulations on rural and urban minimum standards of living are strengthened; the skills of local officials in policy transmission and implementation are upgraded		
T 9.2	Governance framework for Social Assistance administration and management process	<p>1. Evaluation of the administrative organization structure and management of the Social Assistance institutions at different governmental levels</p> <p>2. Analysis of segregating responsibilities between central and local institutions of Social Assistance</p> <p>ITALY (INPS): Law 328/2000: roles and responsibilities at central and local level (Central Government, Regions, Provinces, Municipalities)¹</p> <p>POLAND: Division of social assistance tasks and financing between central and local level (municipalities and communes, poviats (districts) and voivodships)</p> <p>Family support system on central, regional, subregional (poviats) and local level</p> <p>ROMANIA: MoLFSPE finances the social assistance benefits system and supports public and private social services providers and regulates the social assistance system, by promoting laws and Governmental Decision projects. The legislative framework drafted by the Ministry and approved by Government and/or the Parliament. Promulgation made by the President ; Large consultation process on project laws with the local authorities, NGO's and other stakeholders. Local authorities (both rural and urban) are in charge with the implementation and are responsible for providing social services according to their local needs. ¹Local authorities and NGOs can be authorised as social services providers</p>
T 9.3	Processes and activities of policy transmission and implementation carried out at central and local level of Social Assistance	<p>1. Mapping of central and local responsibilities within the overall Social Assistance management process at central, local, rural and urban level</p> <p>2. Methods of transmission and dissemination of laws, regulations and implementation policies among the different Social Assistance institutions involved at central and local levels</p> <p>FRANCE: Respective roles of State and local administrations / councils (deciding on entitlements, financing, direct management, etc.)</p> <p>POLAND: Law on Social Assistance (2004), Legal framework on the family provisions as a part of social assistance system,¹ and implementing regulations. procedures of social, public and intergovernmental consultations of draft laws and strategies. Division of social assistance tasks and financing between central and local level (municipalities and communes, poviats (districts) and voivodships)</p> <p>ROMANIA: Project laws, Government decisions etc are disseminated through ministry's website for public consultation. The Ministry can also organise public debates, when requested. The ministry sends the final version of the project law/ regulation etc for approval to the other central public institutions with responsibilities in the area regulated by the normative act. Laws, public policies, etc in the field of social assistance are implemented at central and local level by local authorities, based also on their local social inclusion strategies. The social assistance system is decentralised. Each law has methodological regulations/norms that establish how the laws are implemented/ applied. For accessing social assistance benefits, citizens address the local authority/ Mairies and fill in a form containing their personal data, income and assets. The request will be further analysed and submitted for Mayor's approval. Once approved, the documents are forwarded to the County Agency for Payments which approve the file. For accessing social services, citizens address the local authority/ Mairies or a local social services provider. Here his request is evaluated and an intervention plan is drafted for him, plus measures. He then contacts a social services provider who designs a personalised plan and provides the necessary social services</p>

Component 3 - Improvement of legal framework and policy enforcement for social assistance			
	Topic	Sub-topic	Best practices examples
Result 9: The capacity of MoCA for promulgating and enforcing the Social Assistance Law and the regulations on rural and urban minimum standards of living are strengthened; the skills of local officials in policy transmission and implementation are upgraded			
T 9.4	Monitoring and evaluation of Social Assistance schemes	<ol style="list-style-type: none"> 1. Monitoring the access to the social assistance benefits or services at central and local level 2. Analysis of benefits distribution (characteristics of beneficiaries, benefits payment period, etc.) 3. Monitoring of resource distribution 4. Methods of data management in order to prevent financial fraud 5. Reducing of overlapping in benefits - Social Assistance financing 6. Social Assistance resources management 7. Role of the ICT framework supporting the Social Assistance (application procedure, benefits payment, monitoring tools, financial management) 	<p>BELGIUM: Administrative automatization and simplification by co-design and use of the Crossroads Bank. Anti-Fraud Action Plan.</p> <p>FRANCE: Control procedures. The experience in Insertion income. Role of Employment services (Pôle emploi) Fiscal collaboration</p> <p>ITALY (INPS): Law 328/2000: The National Fund for Social Policies (NFSP) The National Social Assistance register ("Casellario dell'Assistenza") Anti-fraud management framework for disability benefits</p> <p>POLAND:Methods for financing Social Assistance (social and family benefits) initiatives Methods for financial allocation among the different involved institutions Role of the ICT in social assistance system - EMPATIA project Role of insititutions of social assistance system - ongoing evaluation of the services offered within social assistance system (social and family)</p> <p>ROMANIA: The financing of the social assistance system is ensured as follows: social assistance benefits- from state budget, social services by state budget, but also from local budgets. Local authorities are in charge with the management and monitoring of these resources. The financial resources for granting social assistance benefits are provided and monitored by the MoLFSPE and the National Agency for Payments and Social Inspection (NAPSI) and managed by the local authorities. Local authorities are in charge with the management and monitoring of these resources. The financial resources for granting social assistance benefits are provided and monitored by the MoLFSPE and the National Agency for Payments and Social Inspection (NAPSI) and managed by the local authorities. The social inspectors from the NAPSI and CAPSI perform thematic inspection campaigns that are based on an annual inspection plan for monitoring the compliance with the rules for granting social benefits and providing social services. Social inspections are also performed when irregularity or fraud alerts are received. The sanction policy includes measures for repaying the benefits received by non-eligible persons and disciplinary measures for employees who intentionally misinterpreted the laws. The ICT system supporting the management and delivery of social assistance benefits in Romania is called SAFIR and it is managed by the NAPSI and the local/county agencies (CAPSI)</p>

Component 3 - Improvement of legal framework and policy enforcement for social assistance		
Topic	Sub-topic	Best practices examples
Result 10: The legal frameworks on a) formulation of unified standards for the estimation and calculation of social assistance benefits, b) recognition of social assistance target groups and c) identification of low-income families are consolidated		
T 10.1.	Experiences on unified standards for calculation of Social Assistance benefits	<p>1. Methods of calculations MLH - minimum livelihood guarantee standards – Dibao, including case study</p> <p>2. Social Assistance benefits – developments and challenges</p> <p>3. Social Assistance target groups (beneficiaries) – assessment criteria: income and other characteristics analysis, Social Assistance criteria, poverty line, (including case study)</p> <p>CZECH REPUBLIC: Application of guaranteed minimum (living and subsistence minimum) as the basis for assessing the benefit eligibility and benefit amount calculation</p> <p>FRANCE: Dependent care insurance Evaluation of loss in autonomy GIR</p> <p>ITALY (INPS): The ISEE (Equivalent Economic Situation Indicator) reform and the evolution of calculation methods of Social Assistance benefits and services</p> <p>POLAND: Unified standards for cash benefits calculation based on the incom criterion</p> <p>ROMANIA: The standards for calculation of social assistance benefits have been unified in 2013 for the main benefits granted to the poor (GMI, FA and HB), meaning that the request form, the declaration and the list of goods that make the applicants not eligible for the benefits are now the same for all three benefits. The standards for calculation of costs for social services are established through the Government Decision no.23/2010 regarding the approval of cost standards for social services. Clustering criteria: income, assets, family unit, individual characteristics. There are certain eligibility thresholds established for accessing social assistance benefits. For social services, individual characteristics and needs are taken into account and included in the personalised plan done by the social worker</p>
T 10.2	Identification of Social Assistance target groups	<p>1. Provisions on targets groups for Social Assistance benefits (main characteristics: income, assets, family unit, individual characteristics, etc.)</p> <p>2. Techniques and methods for clustering the population aimed at providing a special kind of benefits for the special groups (children, elderly, people with disabilities, citizens of rural areas)</p> <p>CZECH REPUBLIC: 20 years of experience with target group definition and setting distinctive social benefits according to variables bound with the beneficiary (social and economic situation, income, motivation to commence a gainful activity, healt status, household size etc.). Appropriate use of income-tested benefits and means-tested benefits and assesing of the claims.</p> <p>ITALY (INPS): ISEE (Equivalent Economic Situation Indicator) as a new method to define target groups and clustering beneficiaries and low income families or people</p> <p>POLAND: Techniques and methods used for target group definition aimed at regulating the access to Social Assistance benefits and services. Clustering criteria (main groups of social assistance beneficiaries: homeless, the unemployed, the disabled and the dependent people, the poor, the elderly, families and children, victims of natural and ecological disasters</p> <p>ROMANIA: The Law on social assistance defines the vulnerable groups through the factors that can hinder people's capacity to satisfy their daily living needs, such as lack of financial resources, illness, disability or addiction. This is the sociological method currently used for target group definition, beneficiaries clustering and identification of families/people. The social assistance benefits and services are granted only after a preliminary evaluation of the social, economic and health status of the person/family is performed. Clustering criteria: income, assets, family unit, individual characteristics. There are certain eligibility thresholds established for accessing social assistance benefits. For social services, individual characteristics and needs are taken into account and included in the personalised plan done by the social worker.</p> <p>The indicators refer to certain categories of persons in need, such as: lone or dependent elderly, children without parental protection/care, etc. and the criteria that applies refers to the level of income and assets, state of health, living conditions and social participation</p>

Component 3 - Improvement of legal framework and policy enforcement for social assistance			
	Topic	Sub-topic	Best practices examples
Result 10: The legal frameworks on a) formulation of unified standards for the estimation and calculation of social assistance benefits, b) recognition of social assistance target groups and c) identification of low-income families are consolidated			
T 10.3	Overlapping and "cliff" effect management and policy framework	<ol style="list-style-type: none"> 1. Legal framework with particular emphasis to the definition of solutions for the elimination / reduction of overlapping and cliff effect 2. Institutional coordination / integration of central and local regulations for the elimination / reduction of overlapping and cliff effect 3. Processes, methods and techniques for the elimination / reduction of overlapping and cliff effect 	<p>ITALY (INPS): ISEE (Equivalent Economic Situation Indicator) as a method to manage overlapping and cliff effect</p> <p>POLAND: Cooperation commission between central and regional level consultation process, strategic approach (the EU approach to funding national and regional operational programmes) - Joint Central Government and Local Government Committee</p> <p>ROMANIA: Legal framework: Law 292/2011; MoLFSPE's Order no.1313; GEO 113/2011 regarding the functioning of NAPSI; Govt.Decision no.151/2012 regarding the status of NAPSI; Databases interconnections based on cooperation protocols; Inspections, 'Databases interconnections based on cooperation protocols, professional supervision</p>
T 10.4	Procedures and methods for requirement verification within Social Assistance system at central, local, urban and rural level	<ol style="list-style-type: none"> 1. Methods and procedures for the verification of the requirements for access to Social Assistance services – role of the Social Assistance institutions on different governmental levels 2. Analysis of the outputs of the verification process for Social Assistance in the framework of central and local regulations 	<p>FRANCE: Department (sub-regional) centers for social welfare CDAS</p> <p>ITALY (INPS): ISEE (Equivalent Economic Situation Indicator) as a method for facilitating the requirement verification</p> <p>POLAND: Role of institutions of social assistance system - ongoing evaluation of the services offered within social assistance system (social and family)</p> <p>ROMANIA: Social inquiry is the main method used for requirement verification at central, local, urban and rural level. This allows the authorities to establish if the persons requesting social benefits/services fulfill the conditions for receiving them</p>
Result 11: Efforts of the MoCA in improved care for poor rural people and disabled people are strengthened, and public information and transparency of social assistance policies are raised at provincial level			
T 11.1	Social Assistance for specific groups - services for children, elderly, people with disabilities, with a special focus on poor rural people	<ol style="list-style-type: none"> 1. Comparative analysis of the general Social Assistance system (for general poor people) and the Social Assistance for the specific groups 2. Evaluation of specific Social Assistance services for special groups: children, elderly, people with disabilities, poor rural people 3. Methods of defining special groups for Social Assistance 4. Dedicated Social Assistance programmes 	<p>ITALY (INPS): "Ordinary Shopping card" for low income over 65s and for low income under 3; "Bonus bebè" (voucher for children)</p> <p>POLAND: Description of social assistance services for poor people and families (individual services - at home, institutional care). Division of social assistance tasks and financing between central, regional, subregional level and local level</p> <p>ROMANIA: GMI, FA and HB are social assistance benefits for poor people and families, while CRB, state child allowance and the disability benefits are granted to those entitled to receive them, regardless of their income. Social services are provided to vulnerable people, according to the cause of their vulnerability, either by public social assistance bodies or by foundations, NGO's or other private providers, in residential or day-care facilities, at community level, or in their own homes. Social security is a larger concept, that includes both social assistance and social insurance rights such as pensions, unemployment benefits or health social insurance. Social insurance rights are contributory rights. Medical assistance is provided to those having a health social insurance, when they need it, on request. Social services are provided at local level by public and private providers (LAs or NGOs). MoLFSPE and local authorities offer non-reimbursable financing, subsidies to social services providers which are monitored and evaluated for sustainability. MoLFSPE has National Interest Programs supporting the implementation of its strategies and covering the gap/discrepancies in the system</p>

Component 3 - Improvement of legal framework and policy enforcement for social assistance			
	Topic	Sub-topic	Best practices examples
Result 11: Efforts of the MoCA in improved care for poor rural people and disabled people are strengthened, and public information and transparency of social assistance policies are raised at provincial level			
T 11.2	Social Assistance services for poor people and families – service delivery approach	<ol style="list-style-type: none"> 1. Analysis of delivery of different forms of Social Assistance services – access criteria, procedure, duration, etc. 2. Evaluation of Social Assistance services – role of the family members, community networks and social charity organizations/NGOs 3. Medical assistance services – developments and challenges 4. Methods of cooperation between public sector and social charity organizations/NGOs 5. Methods of cooperation between public and private entities with social service sector 6. Further challenges (policy recommendations) for equity access and delivery of Social Assistance services for rural areas 	<p>ITALY (INPS): “Shopping card” for low income families; Law 328/2000 and the involved of the third sector subjects in the Social Assistance framework; Collaboration between INPS and Fiscal Assistance Centers (CAF); Patronages institutions</p> <p>POLAND: Examples of comprehensive social assistance services and care for elderly, children, poor rural people and disabled</p> <p>ROMANIA: Social assistance services are provided in Romania for various types of beneficiaries: lone and/or poor elderly, children with no care and protection from their parents, poor people/families, disabled people, people suffering from addictions, homeless people, victims of domestic violence, at both urban and rural levels</p>
T 11.3	Communication techniques and channels of public information on Social Assistance policy	<ol style="list-style-type: none"> 1. Communication methods and mechanisms used to inform citizens on Social Assistance policy 2. Transparency in the public information policy on the different governmental levels 3. Communication policy framework for people at risk of poverty (children, elderly, people with disabilities, citizens in rural areas) - evaluation and further challenges (policy recommendations) 	<p>ITALY (INPS): INPS Contact Centers and Local Social Counters</p> <p>POLAND: Role of the social dialogue with social partners and NGOs - cooperation between government and NGOs sector Tri-partite Commission for Socio-Economic issues (representatives of government, employees’ and employers’ parties)</p> <p>ROMANIA: The main communication techniques used by the social assistance providers and policy makers are press releases and public appearances and the channels of public information and transparency used are TV or radio broadcasts, internet websites of the organizations or postings at their own premises</p>

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	INTERVENTION LOG-IC	OBJECTIVELY VERIFIABLE INDICATORS	SOURCES AND MEANS OF VERIFICATION	ASSUMPTIONS
Results	R9. Capacity of MoCA for promulgating and enforcing the Social Assistance Law and the regulations on rural and urban minimum standards of living are strengthened; the skills of local officials in policy transmissions and implementation are upgraded.	<ul style="list-style-type: none"> - The legal framework for social assistance is reviewed and widely discussed, reform proposals are developed and tested under project auspices; - At least two-thirds of local officers involved in the training in China and in Europe demonstrate a high level of approval of the training activities; - Better access of clients to social assistance mechanisms (at urban and rural levels) is documented through project activities 	<ul style="list-style-type: none"> - PAC meeting minutes; - Approval surveys at the end of the Training / Study Visit in China and in Europe; - Minutes and reports of the High Level Event on Social Assistance/Panel Discussion/ Workshops in China ; - Approval surveys at the end of the Workshops in China. 	<ul style="list-style-type: none"> - MoCA and other Component 3 stakeholders remain fully committed to share the experience, the Best Practices and the proposals suggested by the Consortium; - MoCA, Component 3 Chinese Experts, and other Component 3 stakeholder ensure their availability for operational meeting (panel discussion), interviews etc, according to the plan shared in order to contribute actively to the project; - The EU and Chinese institutions remain interests in long-term cooperation/partnership.
	R10. The legal frameworks on a) formulation of unified standards for the estimation and calculation of social assistance benefits, b) recognition of social assistance target groups and c) identification of low-income families are consolidated.	<ul style="list-style-type: none"> - A set of proposals for unification of benefits standards in social assistance is developed, discussed and tested under project auspices; - A methodology for functional identification of social assistance beneficiaries (target groups) is developed, discussed and tested under project; - A definition and quantification of goals to be assigned to social assistance benefits are developed and discussed under project auspices. - A methodology for and requirement for social assistance services is developed; 		
	R11. Efforts of MoCA in improved care for poor ru-	<ul style="list-style-type: none"> - Targeting of social assistance towards the specific groups (children, elderly, people with disabilities, poor rural people); service delivery for them is 		

	ral people and disabled people are strengthened, and public information and transparency of social assistance policies are raised at provincial level.	documented and discussed under project auspices, mechanisms for improving the situation are developed and tested. - Tools for public information and its transparency i.a. via campaigns and awareness on social assistance, are developed and tested under project auspices ; -		
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Annex 4
C3 GANTT Activity plan – March 2015 to February 2016

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Component 3 - Overall Plan of Activities - March 2015 - February 2016

ID	DESCRIPTION	Y 1												Y 2		
		S 1						S 2						S 1		
		M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12	M 13	M 14	M 15
		XII 14	I 15	II 15	III 15	IV 15	V 15	VI 15	VII 15	VIII 15	IX 15	X 15	XI 15	XII 15	I 16	II 16
	Identification Phase															
3.0	Preparation of brief diagnosis, establish baseline data, analysis audience of project results (macro-activity 0.1)															
3.1.	Situational Analysis															
3.1.1	In-depth analysis on the topics 3.1.1;															
3.1.2	In-depth analysis on the topic 3.2.1; 3.3.1															
3.1.3	Preparation of the Situational Analysis Reports for topics 3.1.1;															
3.1.4	Preparation of the Situational Analysis Reports for topics 3.2.1; 3.3.1															
3.2	Identification and review of possible relevant EU experience															
3.2.1	Preparation of General Country Reports (cross topics)															
3.2.2	Involvement of other EU Countries in the research on EU Best Practice on the specific sub-topics															

ID	DESCRIPTION	Y 1													Y 2		
		S 1						S 2						S 1			
		M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12	M 13	M 14	M 15	
3.2.3	Research and preparation of reports on EU Countries Best Practices on the specific sub-topics						■	■	■	■	■	■					
3.3	Panel discussions with stakeholders on the Identification Phase						■	■			■	■					
3.3.1.1	Preparation of Panel discussion contents on possible EU Best Practices to apply in China about the specific topics 3.1.1;						■										
3.3.1.2	Preparation of Panel discussion contents on possible EU Best Practices to apply in China about the specific topics 3.2.1; 3.3.1										■						
3.3.2	Identification and travels organisation of EU Expert on the topics included in Panel discussion						■				■						
3.3.3	Meetings to share and discuss the EU Best Practices and to select models to be possibly applied in China							●				●					
3.3.4	Preparation of reports with the Panel discussion results and sharing with the Main Chinese stakeholders							■				■					
Analysis Phase										■	■	■	■	■	■	■	■
3.4	Specific analysis of relevant EU experience									■	■			■	■		
3.4.1.1	Technical feasibility of EU MS Best Practices to be introduced in China and preliminary reform proposals about the specific topics 3.1.1									■	■						
3.4.1.2	Technical feasibility of EU MS Best Practices to be introduced in China and preliminary reform proposals about the specific topics 3.2.1; 3.3.1												■	■			
3.4.2	Definition of a first draft of reform proposal										■				■		

ID	DESCRIPTION	Y 1													Y 2	
		S 1							S 2						S 1	
		M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12	M 13	M 14	M 15
3.5	Training/Study Assignments to EU countries										SV					
3.6	Workshop with stakeholders on the Analysis Phase															
3.6.1	Preparation of Workshop contents on proposals about the specific topics															
3.6.2	Identification and travel organisation of EU Experts on the topics included in Workshop															
3.6.3	Meeting for discussing the contents previously identified on the on concrete final proposals															
3.6.4	Workshop closing event															
3.6.5	Preparation of a report with the Workshop results and sharing with the Main Chinese stakeholders															
3.7	Elaboration of reform proposals															
3.7.2.1	Final identification of reform proposals on topics 3.1.1															
3.7.2.2	Final identification of reform proposals on topics 3.2.1; 3.3.1															
3.7.3	Definition of a detailed plan activities for testing the proposals locally (if requested) and for the following stages															
3.7.4	Preparation of the final reform proposal document and sharing with the Main Chinese stakeholders															

Annex 5
C3 Main activities and outputs - April 2015 to January 2016

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RE-SULT	TOPIC REF.	ACTIVITIES	TYPE OF OUTPUTS	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sep 15	Oct 15	Nov 15	Dec 15	Jan 16
9	3.1.1.	Legal framework on Social Assistance	REPORT (ANALYSIS & SUGGESTIONS)			1ST DRAFT (29 TH)	FINAL (31 ST)						
10	3.2.1	Governance framework for Social Assistance administration and management process	REPORT (ANALYSIS & SUGGESTIONS)							1ST DRAFT (15 TH)	FINAL (30 TH)		
11	3.3.1	Processes and activities of policy transmission and implementation carried out at central and local level of Social Assistance	REPORT (ANALYSIS & SUGGESTIONS)						1ST DRAFT (15 TH)		FINAL (15 TH)		
9	3.1.1	PANEL DISCUSSION ONE	MEETING R. WITH RECOMMENDATIONS				X						
10, 11	3.2.1 3.3.1	PANEL DISCUSSION TWO	MEETING R. WITH RECOMMENDATIONS								X		
9, 10, 11	3.1.1, 3.2.1, 3.3.1	WORKSHOP TOPICS OF THE YEAR	PRELIMINARY RE-FORM PROPOSALS									X TBC	
9	3.1.1	STUDY VISIT on Social Assistance legal provisions (POLAND, CZECH	STUDY VISIT REPORT						X				

RE-SULT	TOPIC REF.	ACTIVITIES	TYPE OF OUTPUTS	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sep 15	Oct 15	Nov 15	Dec 15	Jan 16
		R.)	& EVALUATION										
9, 10, 11	3.1.1,	MISSION BEST PRACTICES PHASE ONE	REPORT BEST PRACTICES FIRST TOPIC						X				
4, 5	3.2.1, 3.3.1,	MISSION BEST PRACTICES PHASE TWO	REPORT BEST PRACTICES 2ND TOPICS,								X		
		CHOOSING 2016 TOPICS	DRAFT 2016 WORK PLAN						X				
		OVERSEAS PROGRAMME 2016 HL EVENT, TG & STUDY VISIT	PROGRAMME						X				
		GUIDELINES FOR HL EVENT 2016	PROGRAMME & MEMORANDUM				X						
		SECOND PAC MEETING	REVISED PLAN OF ACTIVITIES							X			

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