EUROPEAN COMMISSION
DIRECTORATE-GENERAL JUSTICE

Directorate A
Unit A.4: Programme management

DG.JUST A.4
19. 11. 2012
1364134

AMENDMENT No. 1

TO
GRANT AGREEMENT

No JUST/2011/PROG/AG/1909

on an ACTION GRANT

The European Union (hereinafter referred to as "the Union"), represented by the European Commission (hereinafter referred to as "the Commission"), who for the purposes of the signature of this Amendment is represented by [redacted] **Head of Unit**, Directorate General Justice, Directorate A,

of the one part,

and

Danish Institute for Human Rights

Strandgade, 56

1401 COPENHAGEN K

DENMARK

"the beneficiary"), represented for the purposes of signature of this agreement by Mr [redacted] Director

of the other part,

Taking into account that:

1. The GRANT AGREEMENT No. JUST/2011/PROG/AG/1909 was signed on 14. December 2011 between the European Commission, of the one part and the Danish Institute for Human Rights of the other part.

2. By letter dated 08 October 2012, received on 11 October 2012 and registered under Ares (2012) 1200397, the Danish Institute for Human Rights requested budgetary

adjustments by transfers between headings of eligible costs exceeding **10%** of the amount of each heading concerned which requires a formal Addendum.

Have agreed as follows:

Article 1

The estimated budget of the action (Annexe II of the Agreement) is **replaced by the revised Annexe II** attached to this Amendment.

Article 2

With the exception of the modifications introduced by the present Amendment, all other provisions of the Agreement remain in full force.

Article 3

This Amendment No 1 shall enter into force on the date on which it is signed by the last contracting party and forms an integral part of the Agreement.

SIGNATURES

For the partner

[redacted]

Director

[redacted]

Done at COPENHAGEN (place),

15/11/2012 (date)

For the Commission

[redacted]

Head of Unit

[redacted]

Done at Brussels,

07/11/2012 (date)

In duplicate in English

Annex II
Addendum No. 1

Ref budget	Name of Beneficiary	Objectives	Actions	Description of item Answer to the questions: Who or What ? - Why ? - For which price ? (define base unit for calculation)	Amount in € per unit	Nbr units	Total €
						Subtotal	332.525,60
A	DIHR	[redacted]	Department Director	[redacted] as the Department Director for the Department of Equality and Monitoring as well as the initiater of the MIA Award back in 2004 be giving a speech at the MIA Award ceremony 2012. [redacted] also supervise and ensure quality control on the project components in the MIA Award 2012 project	441,29	23,00	10.149,67
A	DIHR	[redacted]	Institute Director	As the Director of the DIHR, [redacted] will be giving the opening speech at the MIA Award Ceremony 2012	628,32	2,00	1.256,64
A	DIHR	[redacted]	Project Manager	As Project Manager [redacted] has the responsibility for the planning and implementation of the MIA Award 2012	287,49	70,00	20.124,30
A	DIHR	[redacted]	Student Assistant	[redacted] will be assisting with all the administrative and practical activities of the MIA Award 2012	173,56	52,00	9.025,12
A	DIHR	[redacted]	Press Officer	[redacted] be responsible for planning and executing all press related work around the MIA Award ceremony 2012	368,26	20,00	7.365,20
	DIHR	[redacted]	Chief Advisor	As Chief Advisor and Team leader [redacted] will be the overall expert and supervisor of the Equality Lab 2012 project including quality assurance of project components.	409,43	59,00	24.156,37
A	DIHR	[redacted]	Project Manager	As Project Manager [redacted] has the responsible for the implementation of the Equality Lab 2012.	265,99	116,00	30.854,84
A	DIHR	[redacted]	Project Facilitator	[redacted] will assist with the preparation of the conference and is responsible for the development of the Best Practice Catalogue	339,75	27,00	9.173,25
A	DIHR	[redacted]	Analyst	[redacted] is part of the department's analysis team and will be responsible for the study of perceived discrimination as part of Equality Lab 2012.	371,59	70,00	26.011,30
A	DIHR	[redacted]	Communication Officer	[redacted] will be assisting the Equality Lab 2012 project with conference planning as well as the layout and editing of its publications.	315,50	3,00	946,50
A	DIHR	[redacted]	Department Coordinator	As Department Coordinator, [redacted] is in charge of the department's overall economy and will be overseeing all administrative aspects of the Equality Lab and the MIA Award 2012 projects. Her responsibilities also include administrative and technical assistance to the project managers.	242,91	22,00	5.344,02
A	DIHR	[redacted]	Financial Controller	[redacted] has been assigned as overall Financial Controller for the Department for Equality & Monitoring. Her responsibilities include quality assurance on all budget and contract related issues and final reporting, as well as all VAT administration, invoicing and transfers relating to both the Equality Lab and the MIA Award 2012 projects.	263,37	8,00	2.106,96
A	DIHR	[redacted]	Financial Controller	[redacted] has been assigned as overall Financial Controller for the Department for Equality & Monitoring after [redacted] went on maternity leave. Her responsibilities are the same as [redacted]	368,28	22,00	8.102,16

				MIA AWARD 2012		1,00	0,00
B	DIHR	MIA Award 2012	Travel	Cost to cover visits to applying companies to the MIA Award 2012 (See Detailed Description 9.1.6)	2.838,00	1,00	2.838,00
D	DIHR	MIA Award 2012	Graphic Design	Invitations to the MIA Award ceremony (See Detailed Description 9.1.8)	1.113,00	1,00	1.113,00
D	DIHR	MIA Award 2012	Conference Folders	For the MIA Award ceremony (See Detailed Description 9.1.8)	651,89	1,00	651,89
D	DIHR	MIA Award 2012	Ceremony Diplomas	Fro the MIA Award ceremony (See Detailed Description 9.1.8)	165,51	1,00	165,51
E	DIHR	MIA Award 2012	Nomination Movies	For the MIA Award ceremony (See Detailed Description 9.1.8)	11.626,35	1,00	11.626,35
E	DIHR	MIA Award 2012	Fotographer	For the MIA Award ceremony (See Detailed Description 9.1.8)	1.209,68	1,00	1.209,68
E	DIHR	MIA Award 2012	Speakers & Entertainment	For the MIA Award ceremony (See Detailed Description 9.1.8)	9.652,42	1,00	9.652,42
E	DIHR	MIA Award 2012	Technical Experts	For the MIA Award ceremony (See Detailed Description 9.1.8)	1.503,80	1,00	1.503,80
E	DIHR	MIA Award 2012	4-day Diversity Event	Event at the Danish Folk Meeting 2012 14 -17 June, including a tent for promoting diversity and equal treatment, and the MIA Award Ceremony	3.278,78	1,00	3.278,78
E	DIHR	MIA Award 2012	Diversity Day	Event to ensure further exchange of good practice between the applying companies for the MIA Award 2012 (See Detailed Description 9.1.10)	5.376,36	1,00	5.376,36
E	DIHR	MIA Award 2012	MIA Award ceremony sculptures	Sculptures for the winners of MIA Award 2012	756,00	4,00	3.024,00
				EQUALITY LAB 2012		1,00	0,00
	DIHR	Equality Lab 2012	360° Equality Lab	Meeting Expences	268,81	1,00	268,81
E	DIHR	Equality Lab 2012	360° Equality Lab	Study trip to public authorities with equality duty in Dublin (flight tickets, local transportation, per diem, etc.)	4.569,89	1,00	4.569,89
B	DIHR	Equality Lab 2012	360° Equality Lab	Travel and Subsistence (See Detailed Description 9.2.1.4 and 9.2.1.6-9.2.1.8)	2.688,17	1,00	2.688,17
E	DIHR	Equality Lab 2012	360° Equality Lab	Accommodation (See Detailed Description 9.2.1.4)	1.344,08	1,00	1.344,08
E	DIHR	Equality Lab 2012	360° Equality Lab	Workshop tools and visual facilitation (See Detailed Description 9.2.1.6-9.2.1.8)	7.392,47	1,00	7.392,47
D	DIHR	Equality Lab 2012	Best Practice Catalogue	Best Practice Catalogue (See Detailed Description 9.2.2)	4.032,00	1,00	4.032,00
E	DIHR	Equality Lab 2012	Conference	Conference subsistence, location, equipment etc. (See Detailed Description 9.2.3)	13.440,86	1,00	13.440,86
E	DIHR	Equality Lab 2012	Conference	Speakers Fee (See Detailed Description 9.2.3)	4.032,25	1,00	4.032,25
E	DIHR	Equality Lab 2012	Conference	Facilitator and entertainment (See Detailed Description 9.2.3)	2.688,17	1,00	2.688,17
D	DIHR	Equality Lab 2012	National Study on perceived discrimination	Publication (See Detailed Description 9.2.4)	7.795,70	1,00	7.795,70
E	DIHR	Equality Lab 2012	National Study on perceived discrimination	Statistics Denmark (See Detailed Description 9.2.4)	270,00	1,00	270,00
E	DIHR	Homepage	Development of homepage	Editing and review of all 6 languages and graphic editing of the website "Sig Fra NU!" as a whole	8.064,52	1,00	8.064,52
E	DIHR	rejected activity	see request of 11.10.2012	This amount can remain under Heading E	10.000,00	1,00	10.000,00
						1,00	0,00
F	DIHR			Administration costs	15.461,63	1,00	15.461,63
						1,00	0,00
	DIHR			Contribution from DIHR	55.420,93	1,00	55.420,93
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00
						1,00	0,00

BUDGET & EXECUTION SUMMARY

item	Budget item	Estimated Expenditure	%	Declared expenditure	Change %	Total eligible	Total acceptable for non profit rule
A	Staff	154.616,33		0,00	-100,00%	0,00	0,00
B	Travel staff	5.526,17		0,00	-100,00%	0,00	0,00
C	Equipment	0,00		0,00	#DIV/0!	0,00	0,00
D	Consumables	13.758,10		0,00	-100,00%	0,00	0,00
E	Other direct costs	87.742,44		0,00	-100,00%	0,00	0,00
	Total A+B+C+D+E	261.643,04		0,00	-100,00%	0,00	0,00
F	Indirect costs (max 7%)	15.461,63	5,91%	0,00	#DIV/0!	0,00	0,00
	Total Eligible Cost	277.104,67		0,00	-100,00%	0,00	0,00
G	Contribution in kind/non eligible	0,00		0,00		0,00	0,00
	Total costs	277.104,67		0,00		0,00	0,00

	Names	Estimated Income	%	Declared income	%
H	*Interest on pre-financing*	0,00		0,00	
I	Other Income	0,00	0,00%	0,00	#DIV/0!
K	Contribution from Beneficiaries	55.420,93	20,00%	0,00	#DIV/0!
	Contribution from EC	221.683,74	80,00%	0,00	#DIV/0!
	Total Revenue	277.104,67		0,00	
G	Contribution in kind/non eligible	0,00		0,00	
	Total Income	277.104,67		0,00	

FINAL PAYMENT CALCULATION

	A (Total eligible x % Com)	0,00
	B (Max Com contribution)	221.683,74
	C (Accepted expenditure - incomes "I")	0,00
	Base of final payment calculation (lowest amount of A/B/C)	0,00
J	Pre-financing paid	0,00
	Recovery of interest on pre-financing	0,00
	Final payment	0,00

THE DANISH
INSTITUTE FOR
HUMAN RIGHTS

56 STRANDGADE
1401 COPENHAGEN K · DENMARK
PHO. +45 32 69 88 88
FAX +45 32 69 88 00
CENTER@HUMANRIGHTS.DK
WWW.MENNESKERET.DK
WWW.HUMANRIGHTS.DK

European Commission
DG Justice – JUST/A.4
Mr Renatas Mazeika
MO59 04/65
B – 1049 Brussels
Belgium

DG.JUST A.4

19. 11. 2012

1364134

DATE: November 8, 2012
J.NO.

AIJAC team informed
via ARES
(AIJAC contract)

Amendment no. 1
GRAND AGREEMENT
JUST/2011/PROG/AG/1909

Att. [redacted]

Please find enclosed signed copy of Amendment No. 1 to Grand Agreement no. JUST/2011/PROG/AG/1909.

Yours sincerely,

[redacted]

Department Coordinator
Equality Department, DIHR

THE DANISH INSTITUTE FOR HUMAN RIGHTS, ESTABLISHED BY STATUTE OF 6 JUNE 2002.
THE INSTITUTE IS A NATIONAL HUMAN RIGHTS INSTITUTION IN ACCORDANCE WITH THE UN PARIS PRINCIPLES.
THE INSTITUTE CARRIES ON THE MANDATE VESTED IN THE DANISH CENTRE FOR HUMAN RIGHTS IN 1987.
THE WORK OF THE INSTITUTE INCLUDES RESEARCH, INFORMATION, EDUCATION, DOCUMENTATION AND INTERNATIONAL PROGRAMMES.

EUROPEAN COMMISSION
DIRECTORATE-GENERAL JUSTICE

Directorate A
Unit A.4: Programme management

/ 7 NOV. 2012

Brussels,
JUST/A4/[redacted]/ARES (2012) 1311277

[redacted]
Danish Institute for Human Rights
Strandgade, 56
1401 COPENHAGEN K
DENMARK

By Express Mail

Subject: Grant agreement JUST/2011/PROG/AG/ 1909

Dear [redacted]

We acknowledge the receipt of your letter dated 8 October 2012 that was registered in our service on 11 October 2012 under the reference Ares (2012)1200397.

Under cover of the aforementioned correspondence you have notified of a need to revise the budget as contained in annex II to the above mentioned grant agreement that entered into force on 14 December 2011. In addition you provided the CV of a new staff member for approval.

The following has been decided:

1. We can agree with the changes described under MIA award point 1) to 4) and Equality LAB point 1) to 4) and 6) and GENERAL point 1) as these changes are well justified and form usual reallocations during the implementation phase and within the legal limitations. Also the new staff member is accepted.

2. The changes described under GENERAL, Point 2) and 3) concern **new activities** which were **not foreseen** in Annex I of the grant agreement.

A) However, the development of the website www.sigfranu.dk has been part of the activities under the precedent call under Grant Agreement VS/2010/0534 (MIA award 2011).
The request to use unspent funds to brush up the website (EQUALITY LAB point 5 / GENERAL point 2) seems to be well justified and **can be exceptionally accepted.**

B) Whereas the request for permission to use unspent funds to develop small films on Best Practise working with diversity in employment **has to be rejected**.
The timeframe of this activity is November 2012 and throughout 2013 whereas the ending date for carrying out the activities in grant agreement JUST/2011/PROG/AG/1909 (MIA award 2012) is **20 December 2012.**

Please note that the fact that part of the provisioned budget will not be spent due to less expensive than expected costs, does not imply that new tasks should be created in order to necessarily spend these funds.

Please find enclosed two copies of Amendment No 1 to your specific agreement duly signed and dated by the Commission's authorised representative.

I would be grateful if you could return one copy of this specific agreement amendment dated and signed by your authorised representative by **express mail** to the following address:

European Commission
DG Justice – JUST/A.4
[redacted]
MO59 04/65
B - 1049 Brussels

Please note that, in case of non-receipt to the above-mentioned address of the grant agreement amendments dated and duly signed by the authorised representative within 15 calendar days, the Commission reserves the right to cancel its commitment under both agreement amendments.

Yours sincerely,

[redacted]

Enc. 2 copies of Amendment No. 1 GRANT AGREEMENT No JUST/2011/PROG/AG/1909-DK

[redacted] ARES (2012) 1200397 (REQUEST FOR CHANGES)

From: [redacted]@humanrights.dk>
Sent: 08 October 2012 13:14
To: [redacted]
Subject: Request for changes JUST/2011/PROG/AG/1909-DK
Attachments: Request for changes Oct DIHR.docx; EU Budget DIHR 08.10.12 (request for changes).xls

Follow Up Flag: Follow up
Flag Status: Flagged

Dear [redacted]
Please find attached DIHR's request for changes to JUST/2011/PROG/AG/1909-DK.
It has also been sent to you in hard copy by mail.
Due to the extend of the changes, DIHR suggests making an addendum to the contract.
Should you have any questions regarding the changes, please to not hesitate to contact me.

Kind regards
[redacted]

INSTITUT FOR MENNESKE RETTIGHEDER

[redacted]
AFDELINGSKOORDINATOR

LIGEBEHANDLING | EQUALITY
STRANDGADE 56 | DK-1401 KØBENHAVN K

TLF +45 3269 8888 | DIREKTE +45 3269 [redacted]

[redacted]@HUMANRIGHTS.DK
HUMANRIGHTS.DK | MENNESKERET.DK

Please consider the environment before printing this e-mail

JUST/2011/PROG/AG/1909 - Request for changes/addendum

Since the preparation of the last request for changes, DIHR now has a more accurate overview of the expenditures on the project JUST/2011/PROG/AG/1909. The Commission kindly accepted our proposal to move the MIA Award to the island of Bornholm for the annual Danish People Meeting, which had an unforeseen influence on the budget. Overall, the regular expenses in relations to the award ceremony turned out to be much cheaper in this part of the country compared to Copenhagen. Simultaneously, the content, scope and execution of the award ceremony changed. This, as well as other budgetary adjustments, has let to a large surplus, which is why DIHR now asks for the Commission's acceptance to re-allocate the resources. Due to the extent of the changes, DIHR also suggests that an addendum is made.

The requested changes has been further explained in the following and marked with red in the attached budget for your convenience

MIA AWARD

1) **A: MIA staff salary**
   Student assistant [redacted] was originally allocated 38 days to support the MIA team. However, when the project manager, [redacted] went on maternity leave, [redacted] took over many tasks in order to proceed with the project until DIHR found a replacement for [redacted]. At the same time, there was an increased need for support to the project manager in helping with preparing the feedback report to the nominated companies that had applied for the MIA Awards 2012. DIHR therefore asks for the acceptance of allocating further 14 days for [redacted] reaching a total of 52 days.

2) **B: Travel and subsistence allowances MIA**
   The travel and subsistence allowances for the MIA event was originally estimated at 1.881,00 Euro. This estimate was based on the experience of the previous MIA Award events. However, having moved the event out of Copenhagen and to the island of Bornholm, the travel expenses increased. Furthermore, the only airline flying to the island went bankrupt shortly before the People Meeting took place, which forced DIHR to find alternative means of transportation.
   Thus, DIHR asks for the acceptance to increase the budget line with 937,04 Euro

3) **D: Consumables**
   In general, the graphic work for the MIA Award covering graphic design, conference folders, and the ceremony diplomas, turned out to be less expensive than anticipated. This has resulted in a reduction on all three budget lines.

4) **E: Other direct costs**
   a. <u>MIA nomination movies</u>: According to the contract, the movie company produced the nomination movies for the sum of 10.752,69 Euro. However, the company was also requested to produce a movie of the debate that took place during the MIA Award

event in order to have it uploaded on the MIA website. This task was budgeted for with 845 Euro, which has resulted in an increase of the budget line.

b. Technical experts: In 2011, the MIA Award had higher expenditures on the budget line 'Technical experts' since the event took place in Copenhagen, where the technical services are much more costly. This budget has therefore been decreased.

c. 4-day diversity event: This budget line has been increased by 571,22 Euros, due to several reasons. 1) The accommodation for the musicians hired for the MIA Award event was not budgeted for (after moving the event to Bornholm), 2) the cost of having a newspaper add announcing the MIA Award event on Bornholm,3) the cost of renting a tent was higher than anticipated and 4) the tent activity "Med Andre Øjne" had to have their accommodation and transport covered which had not been taken into account in the budget.

EQUALITY LAB

1) **A: Staff salary**
The work load of [redacted] work with the preparation of the conference (to be held 29 October) and the development of the Best Practice Catalogue has turned out to be heavier than foreseen. DIHR would therefore kindly ask for approval of increasing [redacted] units from 21 to 27 days. The funds will be allocated from [redacted] salary.

2) **D: Equality Lab Best Practice Catalogue**
The Best Practice Catalogue will be made available in Danish, English as well as in accessible electronic formats. Hard copies will be distributed during the conference in October. The English version will be send to relevant partners working in the field such as the Equinet network. The Commission will receive copies as part of DIHR's reporting of the project.

3) **E: Other direct costs - Study trip (no changes, for your information only)**
For you information the study trip will took place from 18-20 September 2012 in Dublin where the Equality Authority hosted our visit. They have been very helpful in the preparation of the programme. 11 persons participated in the study trip – three from DIHR and 8 from Citizen Service Aarhus including management, HR and staff. The budget covers the costs for 6 persons. The rest is being paid for by Aarhus Municipality. The budget line "study trip" covers any costs related to the trip incl. accommodation, subsistence allowances and travel. The total cost of the study trip has been less than foreseen, which means that there is a surplus of unspent funds of approximately 1,333 EUR on this budget line (4,666 EUR have been spent).

4) **E: Other direct costs - Equality Lab study publication**
The publication has been moved to Heading D.
DIHR would like to ask for permission to make some changes to the previously planned study "perceived discrimination in the healthcare system - 5 stories". The reason is that DIHR has become aware that there is a greater need for a publication of a slightly different nature.

In a preliminary study, where DIHR has spoken with relevant stakeholders from the hospital sector, it has been shown that medical staff in hospitals call for a publication that focuses on health professionals' experiences with patients from ethnic minorities, partly on the challenges apparently arising in the contact, partly on constructive ways to deal with these challenges.
Uncertainty and / or reluctance from staff may have the consequence that patients from ethnic minorities do not receive the treatment in the health services they should have, i.e. do not get the treatment they would have received had it not been for their ethnic minority background.
DIHR consider this publication as suitable for achieving the objective of improving the protection of ethnic minority patients from being discriminated against.

5) **Request for permission to use unspent funds on further development of the website www.sigfranu.dk**

As part of the Grant Agreement ref. no. VS/2010/0534, the website www.sigfranu.dk was developed for collecting data on discrimination and hate crimes.
The website contains an online questionnaire that can be filled out by any person in Denmark. The website is available in six languages (Turkish, Arabic, Somali, Urdu, English and Danish) and also comprises information on legislation, where to get counseling, where to complain etc. The data from the website are gathered in a data base at Statistics Denmark's and they provide DIHR with monthly data from the website.
It has now been a year since the website was launched and during this year it has attracted a lot of attention. DIHR continuously make an effort to disseminate knowledge on the existence of the website. This is done through reader's letters, Facebook advertisement and through DIHRs extensive network, among others. DIHR also receives feedback on the website and thus, we are aware of the different lacks it has. DIHR believes that the website can be further improved and become more user friendly, especially in terms of language, than it is now and that an examination of the site is much needed. We would therefore kindly ask for the Commission's permission to spend 8000 euros on a brush up of the website including proofreading of the different languages and optimizing the technical parts of the website. This will give us the opportunity to present an even better and more professional tool for the collection of data on discrimination and hate crimes.

6) **Equality Lab partners**

In the original project description it was mentioned that DIHR would strive for establishing collaboration with two municipalities. It turned out difficult to find a Municipality who was interested in entering a cooperation and finally the Municipality (Hillerød) we had been in contact with declined. As such we decided to focus solely on Aarhus Municipality who already from the beginning had shown great enthusiasm for the project. The Citizen Service Aarhus has then been our primary partner, but through out the project others from the Municipality have also been involved. For the 1st workshop personnel from the Mayors office were involved as well as HR personnel from the Municipality and management from Citizen Service. It is our belief that by involving several stakeholders in the Municipality the whole organization can gain and learn from the experiences made during the project period.

Furthermore, the experiences of the project is being presented by the Mayor of Aarhus Municipality Jacob Bundsgaard at the conference in October.

GENERAL

1) **Staff salary**
Since the financial controller, [redacted] went on maternity leave, a new controller; [redacted] has been allocated to the department. Her CV has been included and [redacted] will be taking over [redacted] tasks on the project.

2) **New: Request for permission to use unspent funds on further development of the website www.sigfranu.dk**
As part of the Grant Agreement ref. no. VS/2010/0534, the website www.sigfranu.dk was developed for collecting data on discrimination and hate crimes.
The website contains an online questionnaire that can be filled out by any person in Denmark. The website is available in six languages (Turkish, Arabic, Somali, Urdu, English and Danish) and also comprises information on legislation, where to get counseling, where to complain etc. The data from the website are gathered in a data base at Statistics Denmark's and they provide DIHR with monthly data from the website.
It has now been a year since the website was launched and during this year it has attracted a lot of attention. DIHR continuously make an effort to disseminate knowledge on the existence of the website. This is done through reader's letters, Facebook advertisement and through DIHRs extensive network, among others. DIHR also receives feedback on the website and thus, we are aware of the different lacks it has. DIHR believes that the website can be further improved and become more user friendly, especially in terms of language, than it is now and that an examination of the site is much needed. We would therefore kindly ask for the Commission's permission to spend 8000 euros on a brush up of the website including proofreading of the different languages and optimizing the technical parts of the website. This will give us the opportunity to present an even better and more professional tool for the collection of data on discrimination and hate crimes.

3) **NEW: Permission to develop small films on Best Practice working with diversity in employment**
Movies on Diversity in the workplace (MIA movies) – a film project
DIHR is planning to produce a series of small films on the issue of equal treatment, equality and diversity in the workplace, as a way of communicating the best practices from the MIA award project to a wider audience. The diversity work and message will be presented in (4-)6 films on the different discrimination grounds (gender, race and ethnicity, disability, age, sexual orientation and religion and faith), where all the discrimination grounds will be covered in each film. The outline will be to follow 4-6 persons at their respective working place for a period of 6-9 months, where they will be challenging assumptions and prejudices on the different grounds. There will be discussions between persons who have experienced and fought against discrimination, and there will be different experts, ministers and interest groups who will be commenting on different aspects of work place discrimination as well as

on equal treatment. Finally it is also the idea to give information on the historical development within the discrimination grounds, legislation in relation to discrimination and equal treatment (European and national levels) as well as on the commissions and mandates of institutions like those of DIHR's. The case stories will thus be put into perspective with relevant information which will give the viewer a knowledge and a nuanced understanding of the different issues, which may arise on the labour market in connection with the six grounds of discrimination. At the same time, discussions between relevant persons will help illuminating diversity issues from more sides.

The films will be broadcasted on Denmark's National Broadcasting Cooperation (DR).

The films will be produced by Peter Thiesen who has been in charge of the MIA nomination movies since the beginning in 2004. His extensive knowledge in relation to the MIA award and the nominated companies qualifies him for this task. DIHR is aware of the subcontracting rules, which obligates DIHR to seek competitive tenders and award a contract to a bid offering best value for money. However, for this task there is no better candidate for the task.

The estimated time frame for the entire film project is set to run from November 2012 and throughout 2013. The requested contribution from the Commission will therefore be partly financing the project. DIHR will be the mail financial contributor, as most of the activities and the actual development of the films will take place in 2013.

The contribution from the Commission in 2012 will primarily be spend on the development of the outline and story board for the films. However, the Commission will be viewed as part of the entire production and will be credited on the final product.

In short, DIHR kindly asks for the Commissions accept of using the unspent funds from for the production of these small films, with the aim to document and disseminate all the best practices from the MIA award.

EUROPEAN COMMISSION
DIRECTORATE-GENERAL JUSTICE

Directorate A
Unit A4 Programme management

Brussels, 02 JUN. 2012
JUST/A4/[redacted]Ares(2012)796819

Ms [redacted]
Danish Institute for Human Rights
Strandgade, 56
1401 COPENHAGEN K
DENMARK

Subject: Grant agreement JUST/2011/PROG/AG/ 1909
Changes in the budget , CV of new staff member

Dear [redacted]

We acknowledge the receipt of your letter dated 8 June 2012 that was registered in our service on 13 June 2012 under the reference Ares (2012)708160.

Under cover of the aforementioned correspondence you have notified of a need to revise the budget as contained in annex II to the above mentioned grant agreement that entered into force on 14 December 2011.
In addition you provided the CV of a new staff member for approval.

Your request for changes is accepted.
As no heading has been increased by more than 10 % in comparison to the grant agreement, there is no need for a formal addendum. However note that, since no formal amendment was signed, in the final financial statement in the column "Estimated expenditure" you should reflect the heading amounts of the budget annexed to the grant agreement. These amounts will be the reference to calculate that at the final stage the 10% rule is respected. Any cost exceeding 10% of the amounts foreseen in your original budget (and not the one of 8 June 2012) will be at that stage rejected.

This letter shall be considered as a formal acceptance and be attached to the file as confirmation of the changes proposed.

Yours sincerely,

[redacted]

Head of Unit

PJ: accepted staff costs

Re	Name of	Objectives	Actions	Description of item Answer to the questions: Who or What ? - Why ? - For which price ? (define base unit for calculation)	Amount	Nbr unit	Total €
A	DIHR	[redacted]	Department Director	[redacted] will as the Department Director for the Department of Equality and Monitoring as well as the initiater of the MIA Award back in 2004 be giving a speech at the MIA Award ceremony 2012. [redacted] will also supervise and ensure quality control on the project components in the MIA Award 2012 project	441,29	23	10.149,67
A	DIHR	[redacted]	Institute Director	As the Director of the DIHR, [redacted] will be giving the opening speech at the MIA Award Ceremony 2012	628,32	2	1.256,64
A	DIHR	[redacted]	Project Manager	As Project Manager [redacted] has the responsibility for the planning and implementation of the MIA Award 2012	287,49	72	20.699,28
A	DIHR	[redacted]	Student Assistant	[redacted] will be assisting with all the administrative and practical activities of the MIA Award 2012	173,56	38	6.595,28
A	DIHR	[redacted]	Press Officer	[redacted] will be responsible for planning and executing all press related work around the MIA Award ceremony 2012	368,26	20	7.365,20
A	DIHR	[redacted]	Chief Advisor	As Chief Advisor and Team leader [redacted] will be the overall expert and supervisor of the Equality Lab 2012 project including quality assurance of project components.	409,43	59	24.156,37
A	DIHR	[redacted]	Project Manager	As Project Manager [redacted] has the responsible for the implementation of the Equality Lab 2012.	265,99	116	30.854,84
A	DIHR	[redacted]	Project Facilitator	[redacted] will assist with the preparation of the conference and is responsible for the development of the Best Practice Catalogue	339,75	21	7.134,75
A	DIHR	[redacted]	Analyst	[redacted] is part of the department's analysis team and will be responsible for the study of perceived discrimination as part of Equality Lab 2012.	371,59	76	28.240,84
A	DIHR	[redacted]	Communication Officer	[redacted] will be assisting the Equality Lab 2012 project with conference planning as well as the layout and editing of its publications.	315,5	3	946,5
A	DIHR	[redacted]	Department Coordinator	As Department Coordinator, [redacted] is in charge of the department's overall economy and will be overseeing all administrative aspects of the Equality Lab and the MIA Award 2012 projects. Her responsibilities also include administrative and technical assistance to the project managers.	242,91	22	5.344,02
A	DIHR	[redacted]	Financial Controller	[redacted] has been assigned as overall Financial Controller for the Department for Equality & Monitoring. Her responsibilities include quality assurance on all budget and contract related issues and final reporting, as well as all VAT administration, invoicing and transfers relating to both the Equality Lab and the MIA Award 2012 projects.	263,37	35	9.217,95
							151.961,34

THE DANISH INSTITUTE FOR HUMAN RIGHTS
56 STRANDGADE
1401 COPENHAGEN K · DENMARK
PHO. +45 32 69 88 88
FAX +45 32 69 88 00
CENTER@HUMANRIGHTS.DK
WWW.MENNESKERET.DK
WWW.HUMANRIGHTS.DK

European Commission
Directorate General Justice
Directorate A
Unit JUST A4: Programme Management
MO 59 – 04/021
B-1049 Brussels
Belgium

DATE June 8, 2012
J.NO. ARES (2012) 708160

Information about new project member and request for extraordinary approval of changes in budget

Project title: MIA AWARD & EQUALITY LAB
Grant Agreement reference no.: JUST/2012/PROG/AG/1909
Enclosed: Revised budget and CV for [redacted]

Dear [redacted]

The Danish Institute for Human Rights hereby submits a request for changes to the project entitled "MIA AWARD & EQUALITY LAB".

Please find the enclosed revised budget, which includes a new project member, [redacted] who will be assigned to some of the funds previously allocated to an NN person. [redacted] is part of DIHR's Equality Department and has a professional background within the area of discrimination and equal treatment. [redacted] will be assigned to assist with the preparation of the conference and is responsible for the development of the Best Practice Catalogue, which will be distributed during the conference in October 2012.
The assignments for [redacted] on the Equality Lab project was originally applied for under different circumstances, and thus, the workload was based on a higher amount of working days. Unfortunately, DIHR are unable to allocate more staff members to the project, which complicates DIHR's ability to fully carry out the assignments agreed upon in the grant agreement. DIHR therefore kindly asks for the Commission's exceptional approval of increasing [redacted] number of units from 100 days to 116 days, as can be seen in the enclosed budget.

Sincerely

[redacted]

Department Coordinator

THE DANISH INSTITUTE FOR HUMAN RIGHTS, ESTABLISHED BY STATUTE OF 6 JUNE 2002.
THE INSTITUTE IS A NATIONAL HUMAN RIGHTS INSTITUTION IN ACCORDANCE WITH THE UN PARIS PRINCIPLES.
THE INSTITUTE CARRIES ON THE MANDATE VESTED IN THE DANISH CENTRE FOR HUMAN RIGHTS IN 1987.
THE WORK OF THE INSTITUTE INCLUDES RESEARCH, INFORMATION, EDUCATION, DOCUMENTATION AND INTERNATIONAL PROGRAMMES.

Ref budget	Name of Beneficiary	Objectives	Actions	Description of item Answer to the questions: Who or What ? - Why ? - For which price ? (define base unit for calculation)	Amount in € per unit	Nbr units	Total €
						Subtotal	151.961,34
A	DIHR	[redacted]	Department Director	[redacted] will as the Department Director for the Department of Equality and Monitoring as well as the initiater of the MIA Award back in 2004 be giving a speech at the MIA Award ceremony 2012. [redacted] will also supervise and ensure quality control on the project components in the MIA Award 2012 project	441,29	23,00	10.149,67
A	DIHR	[redacted]	Institute Director	As the Director of the DIHR, [redacted] will be giving the opening speech at the MIA Award Ceremony 2012	628,32	2,00	1.256,64
A	DIHR	[redacted]	Project Manager	As Project Manager [redacted] has the responsibility for the planning and implementation of the MIA Award 2012	287,49	72,00	20.699,28
A	DIHR	[redacted]	Student Assistant	[redacted] will be assisting with all the administrative and practical activities of the MIA Award 2012	173,56	38,00	6.595,28
A	DIHR	[redacted]	Press Officer	[redacted] will be responsible for planning and executing all press related work around the MIA Award ceremony 2012	368,26	20,00	7.365,20
A	DIHR	[redacted]	Chief Advisor	As Chief Advisor and Team leader [redacted] will be the overall expert and supervisor of the Equality Lab 2012 project including quality assurance of project components.	409,43	59,00	24.156,37
A	DIHR	[redacted]	Project Manager	As Project Manager [redacted] has the responsible for the implementation of the Equality Lab 2012.	265,99	116,00	30.854,84
A	DIHR	[redacted]	Project Facilitator	[redacted] will assist with the preparation of the conference and is responsible for the development of the Best Practice Catalogue	339,75	21,00	7.134,75
A	DIHR	[redacted]	Analyst	[redacted] is part of the department's analysis team and will be responsible for the study of perceived discrimination as part of Equality Lab 2012.	371,59	76,00	28.240,84
A	DIHR	[redacted]	Communication Officer	[redacted] will be assisting the Equality Lab 2012 project with conference planning as well as the layout and editing of its publications.	315,50	3,00	946,50
A	DIHR	[redacted]	Department Coordinator	As Department Coordinator, [redacted] is in charge of the department's overall economy and will be overseeing all administrative aspects of the Equality Lab and the MIA Award 2012 projects. Her responsibilities also include administrative and technical assistance to the project managers.	242,91	22,00	5.344,02
A	DIHR	[redacted]	Financial Controller	[redacted] has been assigned as overall Financial Controller for the Department for Equality & Monitoring. Her responsibilities include quality assurance on all budget and contract related issues and final reporting, as well as all VAT administration, invoicing and transfers relating to both the Equality Lab and the MIA Award 2012 projects.	263,37	35,00	9.217,95

EUROPEAN COMMISSION
DIRECTORATE-GENERAL JUSTICE

Directorate A
Unit A4 Programme management

Brussels, 10 AVR. 2012
JUST/A4/[redacted]Ares(2012) 432651

[redacted]
Danish Institute for Human Rights
Strandgade, 56
1401 COPENHAGEN K
DENMARK

Subject: Grant agreement JUST/2011/PROG/AG/ 1909
Changes in the budget and regarding the activities

Dear [redacted]

We acknowledge the receipt of your letter dated 10 February 2012 and your e-mail dated 6 Mars 2012 that were registered in our service under the reference Ares (2012) 173142 and 261809.

Under cover of the aforementioned correspondence you have notified of a need to revise the budget as contained in annex II to the above mentioned grant agreement that entered into force on 14 December 2011.

Your request for changes is accepted.
As no heading has been increased by more than 10 % in comparison to the grant agreement, there is no need for a formal addendum. However note that, since no formal amendment was signed, in the final financial statement in the column "Estimated expenditure" you should reflect the heading amounts of the budget annexed to the grant agreement. These amounts will be the reference to calculate that at the final stage the 10% rule is respected. Any cost exceeding 10% of the amounts foreseen in your original budget (and not the one of 6 Mars 2012) will be at that stage rejected.

In addition, you informed us of changes regarding the activities organised in the frame of your project and you provided a new detailed time-plan.

This letter shall be considered as a formal acceptance and be attached to the file as confirmation of the changes proposed.

I would like to take the opportunity to remind you that the calculation of the daily rate for staff costs should be in accordance with the methodology approved by the Commission which

has been communicated during a monitoring visit by the Commission at your organisation in February 2012.

Yours sincerely,

[redacted]

Head of Unit

PJ: accepted costs

						Subtotal	332.698,46
Ref budget	**Name of Beneficiary**	**Objectives**	**Actions**	**Description of item Answer to the questions: Who or What ? - Why ? - For which price ? (define base unit for calculation)**	**Amount in € per unit**	**Nbr units**	**Total €**
A	DIHR	[redacted]	**Department Director**	[redacted] Department Director for the Department of Equality and Monitoring as well as the initiater of the MIA Award back in 2004 be giving a speech at the MIA Award ceremony 2012. [redacted] supervise and ensure quality control on the project components in the MIA Award 2012 project	441,29	23,00	**10.149,67**
A	DIHR	[redacted]	**Institute Director**	As the Director of the DIHR, [redacted] will be giving the opening speech at the MIA Award Ceremony 2012	628,32	2,00	**1.256,64**
A	DIHR	[redacted]	**Project Manager**	As Project Manager Ms. [redacted] has the responsibility for the planning and implementation of the MIA Award 2012	287,49	72,00	**20.699,28**
A	DIHR	[redacted]	**Student Assistant**	[redacted] will be assisting with all the administrative and practical activities of the MIA Award 2012	173,56	38,00	**6.595,28**
A	DIHR	[redacted]	**Press Officer**	[redacted] will be responsible for planning and executing all press related work around the MIA Award ceremony 2012	368,26	20,00	**7.365,20**
A	DIHR	[redacted]	**Chief Advisor**	As Chief Advisor and Team leader [redacted] will be the overall expert and supervisor of the Equality Lab 2012 project including quality assurance of project components.	409,43	59,00	**24.156,37**
A	DIHR	[redacted]	**Project Manager**	As Project Manager [redacted] has the responsible for the implementation of the Equality Lab 2012.	265,99	100,00	**26.599,00**
A	DIHR	[redacted]	**Project Facilitator**	Will be removed from the budget	304,79	0,00	**0,00**
A	DIHR	[redacted]	**Project Facilitator**	TBA	304,79	38,00	**11.582,02**
A	DIHR	[redacted]	**Analyst**	[redacted] is part of the department's analysis team and will be responsible for the study of perceived discrimination as part of Equality Lab 2012.	371,59	76,00	**28.240,84**
A	DIHR	[redacted]	**Communication Officer**	[redacted] will be assisting the Equality Lab 2012 project with conference planning as well as the layout and editing of its publications.	315,50	3,00	**946,50**
A	DIHR	[redacted]	**Project Assistant**	Will be removed from the budget	223,24	0,00	**0,00**
A	DIHR	[redacted]	**Department Coordinator**	As Department Coordinator, [redacted] is in charge of the department's overall economy and will be overseeing all administrative aspects of the Equality Lab and the MIA Award 2012 projects. Her responsibilities also include administrative and technical assistance to the project managers.	242,91	22,00	**5.344,02**
A	DIHR	[redacted]	**Financial Controller**	[redacted] has been assigned as overall Financial Controller for the Department for Equality & Monitoring. Her responsibilities include quality assurance on all budget and contract related issues and final reporting, as well as all VAT administration, invoicing and transfers relating to both the Equality Lab and the MIA Award 2012 projects.	263,37	35,00	**9.217,95**

				MIA AWARD 2012		1,00	**0,00**
B	DIHR	MIA Award 2012	Travel	Cost to cover visits to applying companies to the MIA Award 2012 (See Detailed Description 9.1.6)	1.881,00	1,00	**1.881,00**
E	DIHR	MIA Award 2012	Homepage	Communication of the Mia Award (See Detailed Description 9.1.1)	0,00	1,00	**0,00**
D	DIHR	MIA Award 2012	Invitations	Invitations to the MIA Award ceremony (See Detailed Description 9.1.8)	5.779,57	1,00	**5.779,57**
D	DIHR	MIA Award 2012	Conference Folders	For the MIA Award ceremony (See Detailed Description 9.1.8)	873,66	1,00	**873,66**
D	DIHR	MIA Award 2012	Ceremony Diplomas	Fro the MIA Award ceremony (See Detailed Description 9.1.8)	95,09	1,00	**95,09**
E	DIHR	MIA Award 2012	Nomination Movies	For the MIA Award ceremony (See Detailed Description 9.1.8)	10.752,69	1,00	**10.752,69**
E	DIHR	MIA Award 2012	Fotographer	For the MIA Award ceremony (See Detailed Description 9.1.8)	1.344,09	1,00	**1.344,09**
E	DIHR	MIA Award 2012	Speakers & Entertainment	For the MIA Award ceremony (See Detailed Description 9.1.8)	10.752,69	1,00	**10.752,69**
E	DIHR	MIA Award 2012	Technical Experts	For the MIA Award ceremony (See Detailed Description 9.1.8)	10.080,65	1,00	**10.080,65**
E	DIHR	MIA Award 2012	4-day Diversity Event	Event at the Danish Folk Meeting 2012 14 - 17 June, including a tent for promoting diversity and equal treatment, and the MIA Award Ceremony	2.688,17	1,00	**2.688,17**
E	DIHR	MIA Award 2012	Diversity Day	Event to ensure further exchange of good practice between the applying companies for the MIA Award 2012 (See Detailed Description 9.1.10)	5.376,36	1,00	**5.376,36**
E	DIHR	MIA Award 2012	MIA Award ceremony sculptures	Sculptures for the winners of MIA Award 2012	840,00	4,00	**3.360,00**
				EQUALITY LAB 2012		1,00	**0,00**
E	DIHR	Equality Lab 2012	360° Equality Lab	Meeting Expences	268,81	1,00	**268,81**
E	DIHR	Equality Lab 2012	360° Equality Lab	Workshop I (See Detailed Description 9.2.1.6) To be removed from budget	0,00	2,00	**0,00**
E	DIHR	Equality Lab 2012	360° Equality Lab	Workshop II (See Detailed Description 9.2.1.7) To be removed from budget	0,00	2,00	**0,00**
E	DIHR	Equality Lab 2012	360° Equality Lab	Workshop III (See Detailed Description 9.2.1.8) To be removed from budget	0,00	2,00	**0,00**
E	DIHR	Equality Lab 2012	360° Equality Lab	Study trip to public authorities with equality duty in London or Sweden (flight tickets, local transportation, per diem, etc.)	5.913,96	1,00	**5.913,96**
B	DIHR	Equality Lab 2012	360° Equality Lab	Travel and Subsistence (See Detailed Description 9.2.1.4 and 9.2.1.6-9.2.1.8)	2.688,17	1,00	**2.688,17**
E	DIHR	Equality Lab 2012	360° Equality Lab	Accommodation (See Detailed Description 9.2.1.4)	1.344,08	1,00	**1.344,08**
E	DIHR	Equality Lab 2012	360° Equality Lab	Workshop tools and visual facilitation (See Detailed Description 9.2.1.6-9.2.1.8)	7.392,47	1,00	**7.392,47**
D	DIHR	Equality Lab 2012	Best Practice Catalogue	Best Practice Catalogue (See Detailed Description 9.2.2)	8.064,52	1,00	**8.064,52**
E	DIHR	Equality Lab 2012	Conference	Conference subsistence, location, equipment etc. (See Detailed Description 9.2.3)	10.752,68	1,00	**10.752,68**
E	DIHR	Equality Lab 2012	Conference	Speakers Fee (See Detailed Description 9.2.3)	4.032,25	1,00	**4.032,25**
E	DIHR	Equality Lab 2012	Conference	Facilitator and entertainment (See Detailed Description 9.2.3)	2.688,17	1,00	**2.688,17**
E	DIHR	Equality Lab 2012	National Study on perceived discrimination	Publication (See Detailed Description 9.2.4)	7.795,70	1,00	**7.795,70**
E	DIHR	Equality Lab 2012	National Study on perceived discrimination	Statistics Denmark (See Detailed Description 9.2.4)	5.645,17	1,00	**5.645,17**
						1,00	**0,00**
						1,00	**0,00**
F	DIHR			Administration costs	15.526,00	1,00	**15.526,00**
						1,00	**0,00**
K	DIHR			Contribution from DIHR	55.449,74	1,00	**55.449,74**
						1,00	**0,00**
						1,00	**0,00**

BUDGET & EXECUTION SUMMARY

item	Budget item	Estimated Expenditure	%	Declared expenditure	Change %	Total eligible	Total acceptable for non profit rule
A	Staff	152.152,77		0,00	-100,00%	0,00	0,00
B	Travel staff	4.569,17		0,00	-100,00%	0,00	0,00
C	Equipment	0,00		0,00	#DIV/0!	0,00	0,00
D	Consumables	14.812,84		0,00	-100,00%	0,00	0,00
E	Other direct costs	90.187,94		0,00	-100,00%	0,00	0,00
	Total A+B+C+D+E	261.722,72		0,00	-100,00%	0,00	0,00
F	Indirect costs (max 7%)	15.526,00	5,93%	0,00	#DIV/0!	0,00	0,00
	Total Eligible Cost	277.248,72		0,00	-100,00%	0,00	0,00
G	Contribution in kind/non eligible	0,00		0,00		0,00	0,00
	Total costs	277.248,72		0,00		0,00	0,00

	Names	Estimated Income	%	Declared income	%
H	*Interest on pre-financing*	0,00		0,00	
I	Other Income	0,00	0,00%	0,00	#DIV/0!
K	Contribution from Beneficiaries	55.449,74	20,00%	0,00	#DIV/0!
	Contribution from EC	221.798,98	80,00%	0,00	#DIV/0!
	Total Revenue	277.248,72		0,00	
G	Contribution in kind/non eligible	0,00		0,00	
	Total Income	277.248,72		0,00	

FINAL PAYMENT CALCULATION

	A (Total eligible x % Com)	0,00
	B (Max Com contribution)	221.798,98
	C (Accepted expenditure - incomes "I")	0,00
	Base of final payment calculation (lowest amount of A/B/C)	0,00
J	Pre-financing paid	0,00
	Recovery of interest on pre-financing	0,00
	Final payment	0,00

[redacted] ARES (2012) 261809

From: [redacted][ahb@humanrights.dk]
Sent: mardi 6 mars 2012 8:13
To: [redacted]
Subject: RE: Request for changes JUST/2011/PROG/AG/1909-DK
Attachments: EU Budget final DIHR 06.03.12 (proposed changes).xls; Request for changes DIHR 06.03.12 final.doc

Dear [redacted]
Thank you for getting back to us.
Reading our request for changes again, I understand your concerns regarding explanations.
I have added text to the word document in bullet points following the order of the budget, which I hope will provide you a more clear view of the proposed changes, as well as a more detailed explanation of why we wish to make these changes. Furthermore, the attached budget has been marked with all changes.
We believe the changes will add value to the substance of the two projects, and look forward to a very interesting year.

I am sorry this was not clarified earlier and hope this provides you with the needed details.
Otherwise, please do not hesitate to contact me again.

Kind Regards
[redacted]

[redacted]

AFDELINGSKOORDINATOR | DEPARTMENT COORDINATOR
EQUALITY & MONITORING | LIGEBEHANDLING & MONITORERING
THE DANISH INSTITUTE FOR HUMAN RIGHTS

From: [redacted]@ec.europa.eu [mailto:[redacted]@ec.europa.eu]
Sent: 2. marts 2012 16:39
To: [redacted]
Subject: Request for changes JUST/2011/PROG/AG/1909-DK

Dear [redacted]

I received your request for changes and the revised budget.

However, explanations and justifications regarding the revised budget items are missing.

Could you please provide explanation and justification as well as a new revised budget sheet where **all** the items differing from the corresponding ones in Annex II of your grant agreement are

highlighted in red.

I stated for example that almost all daily salary rates differ.

Please provide these documents **by 16 March 2012 at the latest.**

Thank you for your comprehension.

Best regards,

[redacted]

Grant management sector JUST A 4

THE DANISH INSTITUTE
FOR HUMAN RIGHTS

JUST/2011/PROG/AG/1909
Request for changes
Since the proposal for JUST/2011/PROG/AG/1909 was prepared and accepted, there have been changes in project employees, mainly due to staff changes, and changes in the project activities.

Furthermore, the rates in the previously accepted budget, were based on projected salaries for 2012, and have now been adjusted according to the actual 2012 salaries. Red colour marks all changes to the budget included.

In the following, we have outlined the proposed changes following the attached proposed budget, and a more detailed explanation for both the MIA Award and Equality Lab, which we kindly ask the Commission to accept.

- **HEADING A Staff**
- Unfortunately, Ms Rannvá Arnadóttir and Ms Helle Johansen have left DIHR.
- We are still to find a replacement for Ms Arnadóttir, which will be announced as soon as possible. Ms Johansen's position will not be replaced.
- As mentioned above, the salaries in the previously accepted budget, were based on the projected salaries for 2012. As a public entity, all DIHR staff are state-employed, and as such, DIHRs salaries are regulated according the to official rates of the Danish state. Due to the financial crisis, the expected national salary increase, as well as the local salary negotiations have been downsized. Thus, there is as noticeable decrease in the staff salaries compared to the projected salaries in the original signed budget.
- Furthermore the number of units have been revised and adjusted according to the changes in staff and to the changes in the content of the two projects.

- **HEADING B – C – D No changes**

- **HEADING E Other Direct Costs**
- Homepage
  - Initially, DIHR planned to launch the MIA Award ceremony in autumn 2012, leaving an almost full year for planning and implementation. However, award ceremony was moved forward to June, some of the expenses were already carried out in autumn 2011. The expense for the new visual identity was among these, and has therefore been removed from the budget. The funds originally allocated for this expense has been re-allocated to Ceremony Sculptures. (See description of this new cost below).

- Diversity Day 1
  - This event has been changed and combined with the award ceremony, creating a 4-day diversity event including the MIA award ceremony at the Danish Folk Meeting. See further description below under MIA Award.

- Diversity Day 2
  - Remains the same, the name has merely been changed to Diversity Day, as there is now only one.

- Ceremony Sculptures
  - This expense was originally included in the supporting contribution from the Ministry of Employment. However, as this grant was reduced compared to the grant applied for, the expense has been added to this budget instead.

- Kick of Meeting
  - This post has been changed to meeting expenses in general in stead of being allocated to just one event.

- Workshops I – II – III
  - These posts have been changed to a study trip to England or Sweden, see detailed description below under Equality Lab.

- National Study Publication
  - The scope of the study has been expanded, which affects the calculated expenses for print and publication. Thus, the budgeted amount for this has increased. See further description below under Equality Lab.

- National Study Statistics Denmark
  - See detailed description below under Equality Lab

- In general, the staff costs and been reduced, and the funds have been moved to Heading E Other Direct Costs, while the EC and DIHRs contribution to the project have been adjusted accordingly.

MIA AWARD

After DIHR attended the Danish Folk Meeting in late spring 2011, the idea to use this public and political event as an outset for promoting DIHR' s work on diversity and the MIA Award, emerged. Thus, we have decided to take advantage of the situation and bring the MIA concept closer to the public, the companies, and to the politicians, by making the Danish Folk Meeting 2012 the venue for the MIA Award ceremony.

The Danish Folk Meeting is an annual event where politicians, civil society, social partners, local authorities, and the public at large meet to discuss the state of Danish politics. It is a four day event which creates a framework for the development of democracy and with the objective to support and enhance dialogue as a founding principle of Danish democracy.

The Folk meeting gives DIHR new potential to reach politicians, relevant business organisations, state and municipality representatives, stakeholders in Diversity and Equal Treatment, NGO's and not least, the media as a large number of people is expected to attend the Meeting. The Folk Meeting will therefore provide a new venue of opportunities to promote the message of the MIA Award, namely that we need to combat discrimination and work for a more inclusive and diverse labour market, which benefits both employees and employers.

THE DANISH INSTITUTE
FOR HUMAN RIGHTS

The Folk Meeting is taking place from the 14th to the 17th of June, and therefore the time plan for the MIA Award had to be rescheduled to fit the new date of the MIA Award conference and award ceremony on 14 June 2012. See new time-plan below.
The MIA Award working group's preparation for the MIA Award 2012 has thus already been initiated.

New detailed time-plan for The MIA Award 2012:

November 2011 - January 2012
Preparing activities for the launching of the competition of the MIA Award.

1 January 2012
The competition for the MIA Award 2012 opens

January - March 2012
Information and press work about the MIA Award competition and visits with guidance to companies that want to apply for the MIA Award. Establishment of the Diversity Ambassadors

12 March 2012
Deadline for applications for the MIA Award

26 April 2012
The MIA Award Jury Meeting

March – May 2012
Planning of the MIA Award conference

14 June 2012
The MIA Award ceremony 2012, held in connection to the annual "Folk meeting" (Folk Meeting is a political event to gather all politicians and relevant NGOs, stakeholders and organisations in Danish Society)

14 – 17 June 2012
The MIA Award will be present with a tent at the annual "Folk Meeting" and engage in dialogue with politicians, companies and other relevant stakeholders present

June - August 2012
Feedback reports to the applying companies

September 2012
Diversity Day for applying companies – networking event

October - December 2012
Reporting and closing of the project

New project element:
A 4-day Diversity Event at the Folk Meeting 14 – 17 June 2012

THE DANISH INSTITUTE
FOR HUMAN RIGHTS

The tent that the MIA Award will have for the 4 days at the Folk meeting will also be a place to engage with the business community in Denmark.

Therefore the Diversity Day described in section 1.4 under section 9 in the detailed description - that was supposed to be held for new companies interested in Diversity, will be replaced by a 4-day Diversity Event in a tent at the Folk Meeting from the 14th – 17th of June. Therefore the budget allocated to the Diversity Inspiration Day is allocated to the MIA Award ceremony since the 4-day event will take place around the MIA Award ceremony.

Here we will also include the Ambassadors for Diversity described in section 1.3 under section 9 in the detailed description.

Staff changes for the MIA Award:

[redacted] who is the project manager of the MIA Award will be on maternity leave from the 20 April 2012.

Therefore her role as project manager will be taken over by DIHR employee [redacted] salary will be covered by DIHR.

Extra hours has also been appointed to [redacted] who will assist [redacted] in the work on the MIA Award in the absence of [redacted]

EQUALITY LAB

In the application DIHR had indicated implementing three workshops for the participating institutions. Instead of carry out the 3rd workshop, DIHR request permission to spend the amount allocated to all the workshops, on a study trip to UK or Sweden. The purpose of this workshop remains the same, but with an addition to the program namely visits to local authorities with an equality duty. The participating municipalities have agreed to cover all expenses related to workshops 1 and 2 (premises and provisioning) and hence it would be possible to spend the funds allocated for workshop 1 and 2 on the study trip instead. In addition, the institutions will be asked to pay for their own hotel costs. Workshop 3 will then be for key staff from the participating institutions where they will be given the opportunity to exchange experiences related to mainstreaming of equal treatment by presenting their action plans to each other, as put forward in the application to the Commission. Furthermore, by presenting the institutions to similar organizations in the UK or Sweden the hope is that they will get inspiration to continue the work when they get back home. Perhaps this could even establish a basis for a future twinning relationship. Last but not least, the study trip will also function as an evaluation of the entire 360 Equality Lab project.

DIHR believes that by giving the participating institutions an opportunity to meet with similar public authorities, who have an equality duty, will provide them with valuable inspiration, knowledge and experiences that can be used to promote equality in their work

place and in their service provisions. Previous projects and experiences, such as Diversity Lab, have shown that meeting with organizations that are more advanced in their equality work can be a very valuable experience and have significant impact on the future work.

2.4 Perceived discrimination in the health care system – 5 stories.
DIHR asks for permission to increase the number of days for Line Vikkelsø Slot from 17 to 76. This is due to the fact that DIHR wishes to carry out a more qualitative and in-depth study than the one described in the application. The focus will be on perceived discrimination in the health care system. It is a known problem that the Danish health care system faces challenges when new groups of patients need to access health care services. However, race and ethnic origin should not lead to a situation where the patient receives a less favorable treatment. This could amount to discrimination in a legal sense. When having contact with the health care system some ethnic minorities *feel* they are discriminated against. What they *experience* can not be categorized as actual/legal discrimination and must there fore be addressed in a different way.

DIHR wants to compile a publication containing 5 narratives of perceived discrimination in the health care system. The aim of the publication is to give readers a concrete and realistic insight into ethnic minorities' experiences and the lessons learned from their encounter with the Danish health care system. A study on experienced discrimination could also indicate institutional discrimination.

The study entails interviewing five persons who have experienced discrimination in accessing the Danish health care system. DIHR has chosen this methodology because we know that issues that affect a person emotionally are often described best and most nuanced through a language the person feels comfortable with and therefore we anticipate the use of professional interpreters at the interviews.

Furthermore, a number of professionals and experts in the field will be interviewed for the study in order to present their perspectives on the issue. These perspectives will help to create a critical framework and qualify the messages of the 5 stories.

The purpose of the study is to initiate reflections in the general public and among professionals in the health care system in relation to the complexity of experiences with the system, which is the result of a society in change.

The study will be published in hard copy. In order to ensure that the publication is readable, accessible and attractive to a wide audience, it is necessary to have good lay out and graphic design by using different colors and pictures.

DIHR will not be able to use statistics from the data colletion site www.sigfranu.dk (developed under the scope of Progress 2011), since it has only existed for a short while and as such cannot provide us with the necessary data at the moment. However, it is still the intention of DIHR to make a bi-annual review of the incidents registered on the site. For the purpose of the above mentioned study, statistical data from Statistics Denmark or The Danish Regions (they hold the responsibility for the hospitals) will be used instead.

The above mentioned changes mean that there are some budgetary adjustments under heading E, which are explained below.

Points 2.1.1 and 2.1.2 are merged to a kick off meeting taking place in February 2012.
Point 2.1.3 is being re-scheduled to February 2012
Point 2.1.6 is re-scheduled to March
Point 2.1.7 is re-scheduled to April
Point 2.1.8. Workshop 3 – please refer to the proposed changes and explanations given in the beginning of the Equality Lab section.

Ref budget	Name of Beneficiary	Objectives	Actions	Description of item Answer to the questions: Who or What ? - Why ? - For which price ? (define base unit for calculation)	Amount in € per unit	Nbr units	Total €
						Subtotal	332.698,46
A	DIHR	[redacted]	Department Director	[redacted] will as the Department Director for the Department of Equality and Monitoring as well as the initiater of the MIA Award back in 2004 be giving a speech at the MIA Award ceremony 2012. [redacted] will also supervise and ensure quality control on the project components in the MIA Award 2012 project	441,29	23,00	10.149,67
A	DIHR	[redacted]	Institute Director	As the Director of the DIHR, [redacted] will be giving the opening speech at the MIA Award Ceremony 2012	628,32	2,00	1.256,64
A	DIHR	[redacted]	Project Manager	As Project Manager [redacted] has the responsibility for the planning and implementation of the MIA Award 2012	287,49	72,00	20.699,28
A	DIHR	[redacted]	Student Assistant	[redacted] will be assisting with all the administrative and practical activities of the MIA Award 2012	173,56	38,00	6.595,28
A	DIHR	[redacted]	Press Officer	[redacted] will be responsible for planning and executing all press related work around the MIA Award ceremony 2012	368,26	20,00	7.365,20
A	DIHR	[redacted]	Chief Advisor	As Chief Advisor and Team leader [redacted] will be the overall expert and supervisor of the Equality Lab 2012 project including quality assurance of project components.	409,43	59,00	24.156,37
A	DIHR	[redacted]	Project Manager	As Project Manager [redacted] has the responsible for the implementation of the Equality Lab 2012.	265,99	100,00	26.599,00
A	DIHR	[redacted]	Project Facilitator	Will be removed from the budget	304,79	0,00	0,00
A	DIHR	[redacted]	Project Facilitator	TBA [redacted]	304,79	38,00	11.582,02

7.500

30.595,-

A	DIHR	[redacted]	Analyst	[redacted] is part of the department's analysis team and will be responsible for the study of perceived discrimination as part of Equality Lab 2012.	371,59	76,00	**28.240,84**
A	DIHR	[redacted]	Communication Officer	[redacted] will be assisting the Equality Lab 2012 project with conference planning as well as the layout and editing of its publications.	315,50	3,00	**946,50**
A	DIHR	[redacted]	Project Assistant	Will be removed from the budget	223,24	0,00	**0,00**
A	DIHR	[redacted]	Department Coordinator	As Department Coordinator, [redacted] is in charge of the department's overall economy and will be overseeing all administrative aspects of the Equality Lab and the MIA Award 2012 projects. Her responsibilities also include administrative and technical assistance to the project managers.	242,91	22,00	**5.344,02**
A	DIHR	[redacted]	Financial Controller	[redacted] has been assigned as overall Financial Controller for the Department for Equality & Monitoring. Her responsibilities include quality assurance on all budget and contract related issues and final reporting, as well as all VAT administration, invoicing and transfers relating to both the Equality Lab and the MIA Award 2012 projects.	263,37	35,00	**9.217,95**

				MIA AWARD 2012		1,00	**0,00**
B	DIHR	MIA Award 2012	Travel	Cost to cover visits to applying companies to the MIA Award 2012 (See Detailed Description 9.1.6)	1.881,00	1,00	**1.881,00**
E	DIHR	MIA Award 2012	Homepage	Communication of the Mia Award (See Detailed Description 9.1.1)	0,00	1,00	**0,00**
D	DIHR	MIA Award 2012	Invitations	Invitations to the MIA Award ceremony (See Detailed Description 9.1.8)	5.779,57	1,00	**5.779,57**
D	DIHR	MIA Award 2012	Conference Folders	For the MIA Award ceremony (See Detailed Description 9.1.8)	873,66	1,00	**873,66**
D	DIHR	MIA Award 2012	Ceremony Diplomas	Fro the MIA Award ceremony (See Detailed Description 9.1.8)	95,09	1,00	**95,09**
E	DIHR	MIA Award 2012	Nomination Movies	For the MIA Award ceremony (See Detailed Description 9.1.8)	10.752,69	1,00	**10.752,69**
E	DIHR	MIA Award 2012	Fotographer	For the MIA Award ceremony (See Detailed Description 9.1.8)	1.344,09	1,00	**1.344,09**
E	DIHR	MIA Award 2012	Speakers & Entertainment	For the MIA Award ceremony (See Detailed Description 9.1.8)	10.752,69	1,00	**10.752,69**
E	DIHR	MIA Award 2012	Technical Experts	For the MIA Award ceremony (See Detailed Description 9.1.8)	10.080,65	1,00	**10.080,65**
E	DIHR	MIA Award 2012	4-day Diversity Event	Event at the Danish Folk Meeting 2012 14 -17 June, including a tent for promoting diversity and equal treatment, and the MIA Award Ceremony	2.688,17	1,00	**2.688,17**
E	DIHR	MIA Award 2012	Diversity Day	Event to ensure further exchange of good practice between the applying companies for the MIA Award 2012 (See Detailed Description 9.1.10)	5.376,36	1,00	**5.376,36**
E	DIHR	MIA Award 2012	MIA Award ceremony sculptures	Sculptures for the winners of MIA Award 2012	840,00	4,00	**3.360,00**
				EQUALITY LAB 2012		1,00	**0,00**
E	DIHR	Equality Lab 2012	360° Equality Lab	Meeting Expences	268,81	1,00	**268,81**

E	DIHR	Equality Lab 2012	360° Equality Lab	Workshop I (See Detailed Description 9.2.1.6) To be removed from budget	0,00	2,00	**0,00**
E	DIHR	Equality Lab 2012	360° Equality Lab	Workshop II (See Detailed Description 9.2.1.7) To be removed from budget	0,00	2,00	**0,00**
E	DIHR	Equality Lab 2012	360° Equality Lab	Workshop III (See Detailed Description 9.2.1.8) To be removed from budget	0,00	2,00	**0,00**
E	DIHR	Equality Lab 2012	360° Equality Lab	Study trip to public authorities with equality duty in London or Sweden (flight tickets, local transportation, per diem, etc.)	5.913,96	1,00	**5.913,96**
B	DIHR	Equality Lab 2012	360° Equality Lab	Travel and Subsistence (See Detailed Description 9.2.1.4 and 9.2.1.6-9.2.1.8)	2.688,17	1,00	**2.688,17**
E	DIHR	Equality Lab 2012	360° Equality Lab	Accommodation (See Detailed Description 9.2.1.4)	1.344,08	1,00	**1.344,08**
E	DIHR	Equality Lab 2012	360° Equality Lab	Workshop tools and visual facilitation (See Detailed Description 9.2.1.6-9.2.1.8)	7.392,47	1,00	**7.392,47**
D	DIHR	Equality Lab 2012	Best Practice Catalogue	Best Practice Catalogue (See Detailed Description 9.2.2)	8.064,52	1,00	**8.064,52**
E	DIHR	Equality Lab 2012	Conference	Conference subsistence, location, equipment etc. (See Detailed Description 9.2.3)	10.752,68	1,00	**10.752,68**
E	DIHR	Equality Lab 2012	Conference	Speakers Fee (See Detailed Description 9.2.3)	4.032,25	1,00	**4.032,25**
E	DIHR	Equality Lab 2012	Conference	Facilitator and entertainment (See Detailed Description 9.2.3)	2.688,17	1,00	**2.688,17**
E	DIHR	Equality Lab 2012	National Study on perceived discrimination	Publication (See Detailed Description 9.2.4)	7.795,70	1,00	**7.795,70**
E	DIHR	Equality Lab 2012	National Study on perceived discrimination	Statistics Denmark (See Detailed Description 9.2.4)	5.645,17	1,00	**5.645,17**
						1,00	**0,00**
						1,00	**0,00**
F	DIHR			Administration costs	15.526,00	1,00	**15.526,00**
						1,00	**0,00**
K	DIHR			Contribution from DIHR	55.449,74	1,00	**55.449,74**
						1,00	**0,00**

5 376,-

8.064