

Ettore Marchetti
European Commission
DG EMPL
Rue de Spa, 3
B-1000 Brussels

7 January 2013

**Request for no extra cost time extension of the project Turning Words Into Action:
*Enabling the Rights and Inclusion of Children with Intellectual Disabilities in Europe.***

Dear Mr Marchetti,

As you are aware, the Turning Words into Action Project, funded by the European Commission, under a Grant Agreement between DG Employment, Social Affairs and Inclusion and Lumos Foundation UK, with Ref. No. VS/2011/0161, Accounting No. SI2.598413 is scheduled to end on 31 March 2013. However, as already indicated in our interim report of 09.10.2012, we would like to request a no-cost extension of 3 months to enable us to complete all of the project activities and deliver the project outputs of the highest quality and impact possible.

As detailed in the interim report, there were some delays during the project inception period, notably due to the extra time needed to build partnerships in Serbia and the Czech Republic. The project is already delivering results and Lumos is currently prioritising the delivery of quality project outputs which can have lasting impact in the 3 project countries and elsewhere.

We would therefore like to request a no-cost time extension of 3 months to enable all planned project activities to be completed and we would anticipate that the work on the project will be complete by June 19, 2013.

Activities that will be undertaken during the required time will be:

- Final Steering Committee meeting to evaluate the project.
- Final report writing, drafting of the project publications, translation into the four project languages.
- Production of Easy-Read Outputs for people with disabilities.
- Dissemination of all publications.

In our original proposal, Lumos suggested that we might seek to hold an event, at our own expense, in Brussels to publicise and disseminate the outputs and learning of the project with a view to ensuring the project's impact is sustainable. We are currently exploring opportunities to hold such an event to mark the end of the project in June or July 2013.

Please let me know should you require any further information.

Yours faithfully,

Director of Programmes, Lumos