

## The Nordic-Russian Exchange Programme for Local Civil Servants

### General outline of the programme

The general outline of the programme has been somewhat revised due to budget reasons and the number of Nordic municipalities involved in the programme. The initial plan with 3 preparatory seminars in Russia is still kept, and during these seminars in Pskov and Saint Petersburg, Nordic and Russian participants will gather to receive information and widen their knowledge on the work in the participating municipalities.

The next phase of the programme, which initially included 3 thematic seminars in 3 Nordic municipalities followed by study visits in these municipalities have been somewhat altered to fit the budget and the time frame of the programme. Instead of having three thematic seminars and following study visits, the municipalities are asked to organize study visits which include seminar activities.

The last phase of the original plan, with another round of study visits has been altered and is now included in the overall plan of the programme presented below. In total 6 study visit trips to 7 Nordic municipalities will take place during 2010 and the first part of 2011.

### Participants in the programme

In the initial plan, the budget allowed all Russian participants to attend 2 rounds of study trips. In practice, this meant that each participant could go to two trips abroad for study visits. Unfortunately, this was not communicated strongly enough to the Russian participants. Due to the misunderstandings that this has caused, the implementers of the programme wish to explain the outline of the programme according to the current frames.

To enable the hosting Nordic municipalities to arrange fruitful study visits, there is a limit of **maximum 150 places for all of the 6 study visits**, which means 25 Russian participants/ study visit. This is linked to limits in the venues, transport facilities and interpretation arrangements. **Accordingly, each Russian participant can in average take part in two study visits. If anyone wishes to take part of more study visits, this have to be agreed with Nordregio and will due to the limits of the budget be at the expense of another individual.**

It is the Russian civil servants that travel to the Nordic municipalities for 3-4 days of seminars and study visits. This was the original set-up of the programme. After requests from some of the Nordic municipalities, calculations on including the Nordic participants into the study visits have been made, but due to the limit of the budget this has proved to be impossible.

## **Preparatory seminars in Russia**

### **Small and Medium-sized Enterprises:**

- The seminar will take place in Saint Petersburg, Russia on November 8

### **Municipal Environmental Governance and Urban Planning**

- The seminars, with both themes will take place in Pskov, Russia on October 26-27

## **Study visits to the Nordic countries**

Each Nordic municipality has a theme for the study visits. A detailed draft programme with activities and content of each study visit will be presented 1 month before each study visit. However, the theme of each study visit is presented below. Each theme of the programme is presented in 2 Nordic municipalities. The exception is SME, which is presented in 3 Nordic municipalities.

The following study visits are planned for the year 2010/2011:

### **Kuopio/Oulu**

- Date: 29 November – 3 December
- Theme: Environment
- Activities: seminars and study visits

### **Odense**

- Date: 8-11 February 2011
- Theme: Urban Planning
- Activities: seminars and study visits

### **Bodö**

- Date: March/April
- Theme: Urban Planning and Environment
- Activities: seminars and study visits

### **Aarhus**

- Date: to be decided later
- Theme: SME
- Activities: seminars and study visits

## **Luleå**

- Date: March/April
- Theme: SME
- Activities: seminars and study visits

## **Pori**

- Date: March/April
- Theme: SME
- Activities: seminars and study visits

## **Financing**

According to the Nordic Council of Ministers' guidelines for co-operation with Northwest Russia, the co-financing of the participating municipalities will have to constitute 30 % of the total costs of the programme, while the Nordic Council of Ministers (NCM) finances 70 % of the total cost.

Based on preliminary calculations, the average co-financing cost for one study visit is approximate to 3 600 DKK (equals approximately 419 €). Based on the assumption that each participants participates in 2 study visits, the co-financing of an average participant (with two study visits) will be approximately 900 €. The NCM part of the financing will be 70%.

The co-financing can cover all costs in the budget, like travel, per diem (maximum 400 DKK/day- equals 50 EUR), hotel, and for those Russian and Nordic municipalities hosting preparatory seminars also seminar costs – including venue and catering costs, transport and interpretation.

To calculate the co-financing of 419 €/visit we use the following figures:

- Each study visit last 3 days + 1 day of travelling
- Per diem costs abroad at 400 DKK/day (approximately 50 EUR)
- Per diem costs are calculated on 4 days abroad /participant
- Each Russian participant pays 1 night of hotel at each study visit
- Per diem costs in Russia at 400 DKK/day (approximately 50 EUR)
- Per diem costs in Russia are calculated on 2 days/seminar
- Per diem costs in Russia are calculated on each participant attending all three seminars
- In total this means a cost of 419 EUR/ visit for each participant

## **Further Information and Contact**

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