

Activity report

Príloha č.7_Príručka pr

Executive Summary of implemented activities by the Project Partner (from the project start till the end of the reporting period)

Summary of achievements (from the project start till the end of the reporting period)

Please provide a brief overall summary of the activities and achievements of the Project Partner from the start of the project till the end of the current reporting period. Information shall be provided on the main activities, results achieved and outputs produced, as well as on the development of the partnership from the partners's point of view.

Monitoring period 1

During the first period of the project OZ Zbojska prepared necessary documents to sign the Subsidy Contract. It was prepared and translated contracts and documents necessary for cooperation of partners and for VATI - Feasibility Study, Partnership agreement etc. On 22. November 2012 was performed inspection of buildings in Zbojska and in Kratke - Chlipavica by Ms. Judit Balogh and there was signed Subsidy Contract. During the first period was prepared supporting documentation on public procurement for horses. OZ Zbojska organized a meeting with the Slovak University of Agriculture in Nitra, which will prepare monitoring of biotopes in the National park Muranska planina-one of outputs. Personnel of OZ Zbojska done management of grassland /mowing meadows, haymaking and storage in the hayloft/ - preparation of food for horses which serves also for monitoring for purposes of the Management guidelines.

Monitoring period 2

V druhej perióde lead partner OZ Zbojská koordinoval činnosti na úrovni projektu a manažoval aktivity na úrovni projektového partnera. V spolupráci s odborne spôsobilou osobou pre verejné obstarávanie pokračoval proces verejného obstarávania na zakázky - obstaranie koní, zariadení a strojov, rekonštrukcie nehnuteľnosti. Realizovala sa tvorba a napĺňanie web stránky. Pokračovala realizácia opatrení na manažment biotopov lúk a na environmentálnu výchovu. V spolupráci s partnerom ŠOP SR sa pripravovala metodika manažmentov biotopov. Uskutočnili sa aktivity na propagáciu projektu a programu.

List of the activities of the Project Partner (from the project start till the end of the reporting period)

List of activities

Monitoring period 1

Activity	Start	End (not relevant if the activity is in progress)	Relevant status (not started yet, completed in the past, completed in the current period, in progress-not completed yet)	Description of activity fulfilled	Deliverables / outputs	Location
Activity 1	1.9.2012		in progress	Preparation of the public procurement for purchase of horses. Meeting with the certified person. Determination of the value of the procurement. Definition of the subject of the procurement. Consultation of the subject of procurement with partners. Selection of the method on public procurement.	Reference material for public procurement under preparation.	Zbojská, Tisovec
Activity 2	1.9.2012		in progress	Changing procedure (Modification request concerning reallocation dt. 14.9.2012). Instead of construction of new infrastucture the land will be bought and a building will be reconstructed. After the strong rainfall there was a landslide of the slope in November 2011 behind the building which was planned for reconstruction. After this landslide there was revealed a strong spring with inflow which flows around the whole	Changing procedure for construction of the educational centre aproved (in Subsidy contract). Reference material for the public procurement under preparation.	Zbojská, Tisovec
Activity 3	1.9.2012		in progress	Preparation of the public procurement for the purchase of equipment. Definition of the subject of the procurement in accordance with the Act on the public procurement. Selection of the method for the public procurement procedure in cooperation with the certified person.	Reference material for public procurement under preparation.	Zbojská, Tisovec
Activity 4	1.9.2012		in progress	Preparation of the public procurement for the purchase of equipment. Definition of the subject of the procurement in accordance with the Act on the public procurement. Selection of the method for the public procurement procedure in cooperation with the certified person.	Reference material for public procurement under preparation.	Zbojská, Tisovec
Activity 6	1.9.2012		in progress	Grassland management - mowing of grassland biotopes. Drying of the grass biomase for securing of horse management. Storage of the biomasse. Management of nonforest habitats. Communication with potential subcontractors for the methodology - meeting with representatives of the Agriculture University in Nitra. Discussion on possibilities of cooperation, on structure of the methodology, on possible timetable in respect with seasonality. Discussion with partners on possible sample yards.	Grassland management within the project area. Meeting with the experts of the Agriculture University on 8.11.2012 in Nitra. First draft on methodology structure. First proposal on the sample yards.	Zbojská, Nitra
Activity 10	1.9.2012		in progress	Modification request concerning reallocation. Changes concerned activity 02 construction of methodological centre and budget reallocation. Request submitted on 14.9.2012. Modification aproved and permeated into the Subsidy contract which was signed on 22.11.2012. Visit of the project manager from VATI Ms. Judit Balogh at Zbojska locality. Coordination of partners as a Lead partner- planning of implementation of activities. Project management of activities. Translation of communication between partners and translation of documents related to project - e.g. partnership agreement.	Subsidy contract signed. Meeting with Ms. Judit Balogh on 22.11.2012.	Zbojská, Tisovec

Monitoring period 2

Activity	Start	End	Relevant status	Description of activity fulfilled	Deliverables / outputs	Location
Activity 1				Preparation of the announcement for publication of the public procurement in the Journal of the public procurement, selection procedure of the contractor, preparation of the signing procedure of the contract. Communication and cooperation with the certified person for public procurement.	Announcement of the public procurement published in the Journal of the public procurements. Evaluation of the submitted proposals - record of the evaluation. Proposal of the contract.	Zbojská, Tisovec
Activity 2				Preparation of the procurement reference material, preparation of the Announcement of the opening of the public procurement. Communication and cooperation with the certified person for public procurement.	Procurement reference material for opening of the public procurement prepared.	Zbojská, Tisovec
Activity 3				Preparation of the procurement reference material for transportable stables, preparation of the Announcement of the opening of the public procurement for machines and equipment fro the methodolical centre.	Procurement reference material for opening of the public procurement under preparation.	Zbojská, Tisovec
Activity 4				Preparation of the procurement reference material for machines, preparation of the Announcement of the opening of the public procurement	Procurement reference material for opening of the public procurement under preparation.	Zbojská, Tisovec
Activity 6				Cooperation with the project partner State Nature Conservancy in preparation of the handbook on the methodology of the biotope management with hucl horses. Cooperation in selection of the testing spots. Marking of the selected spots with fence.	Testing spots selected in field, marked with fence.	Zbojská, Tisovec
Activity 9				Promotion activities of the project - presentation of the project at following events: "Day of human rights" at the Secondary school in Tisovec, "Earth Day" in Tisovec. Construction of the project webpage, consultation on its structure, content, design. Filling in of the webpage with relevant information on project implementation and outputs. Preparation of promotional materials mainly with the project partner State Nature Conservancy of the Slovak Republic.	Presentations at two events performed. Project webpage created and launched into operation. Proposal of the promotion materials.	Zbojská, Tisovec, Revúca
Activity 10				Preparation of the monitoring report. Preparation of the request for modification - technical change which will ensure harmonization of data from the Application with the Subsidy contract and real needs of the project. Execution of the accounting on monthly basis. Execution of yearly accounting balance 2012 including tax declaration, salary balance and social contribution declaration. Management of the project activities, mainly concerning biotope management, promotion material preparation, webpage creation. Communication with the certified person for the public procurement regarding public procurement on horses and equipment. Coordination of the activities as the Lead partner of the project. Organization of the presentations of the project (e.g. securing of the room, equipment with proper signs e.g. EU flag etc.)	Modification request under preparation. Contracts with the webdesigner, certified public procurement person and project manager concluded. Obligations as regards tax and social authorities balanced. Monitoring report submitted.	Tisovec, Zbojská, Banská Bystrica

Project implementation timeframe

Is the project implementation on time according to the time plan defined in the subsidy contract?

yes

If not, what is the estimated delay of the overall implementation?

months

If not, explain why.

Differences / deviations in terms of activities / outputs

Justification for the above

Changes in the project part

No.	Description of the project change	Submission	Approval
1	act 02: original text: construction of necessary infrastructure, modified text: purchase of the land and building, reconstruction of the building, changes in budget	14.9.2012	22.11.2012 (changes accepted in signed Subsidy contract)

Main information and publicity activities that have been carried out during the reporting period

Means of communication	Carried out (yes/no)	Start date	End date	Description of activity	Target groups	Number of persons reached
meeting	yes	14.2.2013	14.2.2013	powerpoint presentation	students of the secondary school	60
discussion with students	yes	22.4.2013	22.4.2013	discussion with students at the Earth day	students of the secondary and primaryschool	32

Date: _____

signature and stamp of the Partner: _____