



CEI-Solidarity Fund

Objectives

In pursuance of Art. 30 para 2 of the Final Document of the Meeting of the Ministers for Foreign Affairs of the Member States of the Central European Initiative (Island of Brijuni, June 1998) the establishment of a CEI Solidarity Fund at the CEI-Executive Secretariat has the purpose to facilitate participation of representatives and experts of all CEI Member countries in CEI events (conferences, seminars, symposia, workshops, training events) in cases where travel and accommodation costs could cause impediments to participation.

The Fund, established with voluntary contributions from Member States and administered by the CEI-Executive Secretariat in Trieste, shall represent a visible example of solidarity among Member States and shall strengthen the international character of the Secretariat.

Sources of the Fund

The Funds resources shall come from annual voluntary contributions from Member States.

It is recommended that Member States with a national per capita income of US Dollars 2.500.- or more contribute to the Solidarity Fund with sums from US Dollars 6.000.- to 10.000.- annually. The CEI-Executive Secretariat and the CEI/EBRD Secretariat shall contribute using financial resources provided to them by Italy. The Fund shall be open for contributions from any other sources.

Contributions to the Solidarity Fund shall be transferred to the CEI-ES account at the:

Cassa di Risparmio di Trieste Banca S.p.A.

via Cassa di Risparmio, 10

34121 Trieste - Italy

account Nr. P 06335 02230 58132506

Guidelines for the use of the Solidarity Fund

1. The Fund is used to pay for travel and/or accommodation costs arising in connection with the participation of representatives/experts from Member States in CEI events or in CEI sponsored events (CEI events are meetings, conferences, seminars, symposia, workshops etc. organised by one of the CEI bodies or within the framework of CEI activities; CEI sponsored events are those organised by other institutions with CEI support).
2. The Fund shall be used for special/exceptional cases.
3. The person applying for assistance from the Fund should be involved in a presentation or report to be given to the event in question. Passive participation shall only be supported in selected training programmes.
4. The request for assistance shall be addressed in writing to the Director General of the CEI - Executive Secretariat and shall be accompanied by relevant documentation specifying the event in question, its location and date (e.g. copy of invitation), the cost of participation and the reasons for needing assistance. Any possibility for cost sharing which would be welcomed should be indicated. The request shall be endorsed by the National Co-ordinator of the respective Member State, or, in his absence, by an equivalent authority, confirming both the interest in participation in the event and the need for financial support.
5. Any decision on requests for assistance shall be subject to the availability of resources and subject to a balanced distribution among applicants. The CEI-ES and National Co-ordinators concerned can refer questions arising in this context to the CNC for consideration.
6. The financial assistance granted shall be based on lowest possible air fares or other travel arrangements and on reasonable hotel costs. The modalities for assistance payments (transfer, refund etc.) shall be agreed upon case by case between the applicant and the CEI-ES.
7. The Fund's resources not used during a financial year (Calendar year) shall remain available for the following year.
8. The CEI-ES shall report on contributions and on assistance provided in using the Fund to the next meeting of the CNC and shall give a final report at the end of the year.
9. The Guidelines for the use of the Solidarity Fund and any amendments there-of shall be approved by the CNC.