

ESF THEMATIC NETWORK ON SIMPLIFICATION

REPORT ON SCO PRACTICES

(Draft for the 6th Meeting of the Thematic Network - The Hague – 8-9 June, 2017)

References:

Member State / Region	GREECE
Reference number (TN's map of SCO practices)	16

Contact details:

Name of the Institution	ESF COORDINATION AND MONITORING AUTHORITY
Address	4 Korai Str. 10564, Athens
Name of contact person	Emmanouela Kourousi
Telephone	+30210 5271413
Email	emmakour@mou.gr

Type of SCO reported <i>(Please choose one of these types of SCO: flat rate financing, standard scale of unit costs, lump sum).</i>	STANDARD SCALE OF UNIT COSTS
Type of activities covered by the SCO <i>(Please indicate what type of activities is targeted by the SCO).</i>	Provision of Child-Care Services (day nursery) “RECONCILIATION OF PROFESSIONAL AND FAMILY LIFE”

A. PROJECT DESCRIPTION

A1. Description of the type of operation <i>(Please describe in brief what types of operations are covered by SCO)</i>
The Action "Reconciliation of family and professional life» for the period 2014-2020 is funded by 1 Sectoral OP ("Development of Human Resources, Education and Lifelong Learning") and 13 Regional OPs.
The voucher (<i>Installation Value</i>) for childcare services is provided to mothers (and fathers) in order to promote their employability and reconcile their family and

professional life.

It is defined as the price which is paid on behalf of the parent and upon his/her debit authorization, in units for children care and hospitality services, according to specific prices. **It remains in force throughout the course of a school year** (September – July), **but it is paid on a monthly basis**. The physical object is expressed in man-months of childcare.

The value of the voucher for childcare services is fixed and differentiates accordingly the type of childcare unit (depending on their age range and services provided):

- for babies
- for children
- for babies with disabilities
- for children with disabilities

Childcare services consists of all services that the childcare units are required to provide, in accordance with the institutional framework governing their establishment and operation. Indicative:

- Care and hospital services for babies and children
- Educational services
- Feeding
- Transportation only for babies and children with disabilities

It covers:

- Direct Staff Cost (teachers, cooker, driver when relevant)
- Other Expenses (Operating expenses, educational material etc)

For the implementation of the program, there is a body/beneficiary which mediates between providers (childcare services units) and parents. The parent submits an application to the beneficiary who evaluates it against predefined selection criteria. **When parent is selected, he/she signs a contract with the provider chosen.** He/she also authorizes the beneficiary to carry out the payments to the provider on his behalf. The payments are calculated on a monthly basis for those months that the child remains registered to the childcare services unit and receives the corresponding services.

A2. Definition of outputs/results *(Please give a short definition of outputs and/or results)*

The aim of the action is to facilitate the maintenance and / or the job searching of participants with pre-school age children or children with disabilities.

It aims to: (a) provide substantial support to ensure equal access to participants through the provision of quality care and hospitality services for babies, infants, children and persons with disabilities; (b) equal access for vulnerable groups (Children and adults <18 with disabilities) to quality social services. The physical object is expressed in man-months of childcare.

The unit is" the total services provision for a school year (11 months)" divided in a monthly basis.

Output indicator: "People released from the care of dependent persons"

Result indicator "People released from the care of dependent persons and participating in education / training, specializing in employment, including self-

employment, within 6 months of the expiry of their participation "
A3. Beneficiaries <i>(please indicate the types of beneficiaries involved in the operations covered by SCO)</i>
For the implementation of the program, there is one beneficiary which mediates between providers (childcare services units) and parents: "Greek Company of Local Development and Local Government SA" (EETAA S.A), a legal entity under private law.
A4. Target group(s) <i>(Please list target groups within projects covered by SCO)</i>
<p>The voucher is a predefined amount provided to a parent in order to meet his/her needs for childcare services. Eligible for voucher are:</p> <ul style="list-style-type: none"> -parents of babies, infants and children and / or -parents of infants, children, adolescents with disabilities . -parents to whom custody of children has been granted by court order, <p>who meet the following conditions:</p> <ul style="list-style-type: none"> - are employed (tenants, self-employed), or - are registered unemployed with a personalized approach certificate from the PES. <p>The parents are selected using rated criteria on (i) their labour status (unemployed – employed, type of job), (ii) their family status (single householders, number of children, children or parents with disabilities and other social characteristics) and (iii) their family income.</p>

B. METHODOLOGY AND CALCULATION METHOD

B.1 Methodology <i>(please indicate which methodology/ies has/have been used: Fair, equitable and verifiable method / use of existing EU schemes for similar types of operation and beneficiary / Use of existing own national schemes for similar types of operations and beneficiaries / use of rates and specific methods enshrined in the regulation or in a delegated act / use of a draft budget /combination of methodologies). Please indicate if the concerned SCO has been covered by Art. 14(1) ESF)</i>
Voucher is a simplified reimbursement method that is being used for various types of operations. It is <u>not</u> classified as a simplified cost option under Article 67 CPR or Article 14 of the ESF Regulation. Nevertheless, the amounts of the voucher are based on survey by external expert on the real cost, for each type of unit.
B.2 Calculation Methods <i>(please describe how the calculations have been made)</i>
The value of the voucher for each type of unit is based on a survey on the real cost of the specific service, by type of unit and by category of expenses (staff cost, rent, operational expenses, feeding etc).

The **Activity Based Costing method** was applied.

In order to identify the unit costs, primarily, the cost drivers regarding the facility operation are recognized. The cost drivers constitute the cost categories that are further distinguished into fixed and variable costs:

1. FIXED COSTS:

- Professional staff fees
- Auxiliary staff fees
- Other staff fees
- Doctor's fees
- Rentals
- Maintenance and repairs costs (buildings facilities and equipment)
- Depreciations
- Accountant fees
- Facility's insurance costs

2. VARIABLE COSTS:

- Utilities costs
- Brunch
- Stationery and Toys
- Consumables

3. COSTS THAT ARE NOT INCLUDED:

- Transportation costs (except for the units that provide services to babies and children with disabilities)
- Imputed salary of service operator (Refers to the employer's salary when the structure is private)
- Reserves for contingent expenses

Note that, cost-benefit analysis regarding the selected sample has demonstrated that staff costs stands at a percentage of approximately 77% of the comprehensive unit cost. The remaining 23% of the unit cost expenses pertain to other expenses (other costs) related to the facility operation.

B.3 Data source *(please indicate the type of data used and the data source)*

In the framework of the aforementioned study :

The cost of staff salaries was calculated on the basis of the national united payroll.

The rationale of the annual imputed income, which is predetermined by the competent economic authorities, is used for the calculation of rents.

Maintenance and depreciation costs were calculated on the basis of survey data in a targeted sample.

C. IMPLEMENTATION OF SCO

(Please describe in brief what implementation rules and conditions have been set out)

The payments to the services providers/units are made periodically on a monthly basis.

D. AUDIT TRAIL

(Please provide a brief description of the audit trail for the concerned SCO, including documents, key contents/conditions and procedures)

In order for the childcare services provider to be reimbursed, the following documents should be displayed (administrative control):

- The contract between the childcare unit/provider and the parent
- A monthly list with the presences of the child signed by the parent
- The payment receipt issued by the provider to the parent against the voucher, for the month concerned

At the end of each month, parents are required to complete and sign the monthly follow-up list with the presences of the child that ensures that their child's care and hospitality services have been provided by the provider during that month. Childcare providers are required to issue, send and maintain on a monthly basis the required reports for the verification of the physical object and the expenditure.

The physical object is expressed in man months of childcare services. The verification of the physical object by the beneficiary (EETAA SA) is made on the basis of the monthly monitoring reports. Verification of the physical object is also made by supplementary information that the beneficiary may request if it considers it appropriate. The beneficiary confirms the agreement of the physical object in order to credit the bank account of each provider, ensuring, in this way, the alignment of the physical object with the financial one.

Administrative audit are carried out by EETEA SA. There are also on the spot verifications based on sampling by EETAA SA. On the spot checks may be carried out in any provider that hosts children without prior notice.

Administrative and on-the-spot verifications are also carried out by MA in line with the provisions of the applicable management and control system of the p.p. 2014-2020.

Audits can, also, be done by relevant National or European auditing bodies.

E. ASSESSMENT BY THE AUDIT AUTHORITY(IES) INCLUDING EVENTUAL EX ANTE ASSESSMENT

(If relevant, please explain how the audit authority has been involved in preparation and assessment of the SCO).

The audit authority has not been involved in preparation and assessment of the unit cost.

F. IMPACT OR ADDED VALUE FOR THE MA, BENEFICIARIES AND OTHER STAKEHOLDERS

(Please explain how you have perceived impact/added value of the SCO for the MA, beneficiaries and other stakeholders).

There are many advantages of using vouchers such as :

- Simplification of administrative procedures
- limited or no financial object control
- Emphasis on the results of an intervention
- Strengthening the dimension of the personal choice of the citizen by offering the possibility to select a provider of services according to his/her own needs.
- Giving motives to the providers in order to upgrade the quality of their own services.
- Much faster process by avoiding implementation with use of contractors (public procurement).

G. SPECIFIC ISSUES FACED WITHIN CALCULATION AND IMPLEMENTATION OF THE SCO

(Please indicate any issues/problems/challenges you have experienced when setting out or implementing the SCO, i.e. high workload, state aid, public procurement, national legislation, revenues etc.)

H. LESSONS LEARNED AND POINTERS

(Please indicate any unforeseen practical implications that have emerged and any key lessons you have learned from the development and implementation of the concerned SCO practice).

I. ANNEXES OR LINKS TO ONLINE DOCUMENTS

(Please list documents or links to online documents like complete methodology, calculation methods, documents submitted to the Commission, guidance for MAs and beneficiaries, calls for proposals, audit trail, legal acts etc.).



Voucher summary
methodology.doc