

Civic Association

C.A.R.D.O.

Annual Report
2007

Our Mission

C.A.R.D.O. is an independent non-governmental organization established in 2004 as an umbrella organization focused on gaining and spreading information and know-how of European states in the area of volunteerism, education, management and funding of public and non-profit institutions. Since then C.A.R.D.O. is active especially in three areas: in the development of volunteering, environmental issues and hospice care in Slovakia.

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Chairman of the Supervisory Board
Member of the Supervisory Board
Member of the Supervisory Board

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C.A.R.D.O. and Volunteering

Since 2006, the area of volunteerism became dominant for our association. During the work on the ELLA project we started to implement in 2005, many issues, gaps, but also opportunities opened in front of us and we decided to take them as a challenge. During this year we started to focus on networking of voluntary organizations in Slovakia and abroad and to work on volunteerism development in Slovakia and Europe through following projects and initiatives.

ELLA: „Ehrenamtliche für Lebenslanges Lernen in Alter“ (Volunteers in the Process of Life-Long Learning in the Old Age)



C.A.R.D.O. started to implement this project in October 2005. It is a part of the Socrates Grundtvig 1 Programm, in which 6 organizations from six different EU countries – Germany, Belgium, Austria, Spain and Slovakia - are cooperating.

The main mission of this project is through emotional and social support of old and dying people through volunteers connected to activation of old people in social care facilities. Volunteers are trying to bring them back into the life of society through accompanying and different active mental, rhythmic and ergo therapeutic techniques. Through the ELLA Project we established the first well-managed voluntary program in Slovakia, implemented in the Senior Home HESTIA in Bratislava. The work of volunteers with seniors and dying people is emotionally and mentally very demanding. It needs accurate emotional involvement, good mental health of a volunteer, and complex theoretic preparation before a volunteer starts to do this kind of voluntary work. That is why volunteers need to go through special preparation training and during their voluntary work they are under supervision.

In 2006 we in cooperation with partners created common modules of a training course – so-called curriculum – that consists of six compulsory and one voluntary modules (among module topics there where for example: Aging and society – psychological and social perception of aging, process of aging, communication, spiritual accompanying of seniors, education of seniors, etc.) . The length of the training course within the ELLA Project is approximately 28 hours.

In 2007 we started to cooperate with the Senior Home Hestia and implemented recruitment of volunteers through the internet and ads in regional ad newspapers. During April and May 2007, ten volunteers replied to these ads and through questionnaire and interview we chose 8 volunteers who were – during two weekends at the end of May trained in above mentioned topics according the international curriculum. We established a cooperation with six lecturers working with seniors, sick and dying people and also provided our volunteers with regular group supervision of a psychologist. These common meetings are devoted to volunteers who can meet, share their experience with accompanying. They can even give some advice to each other on how to deal in difficult situations and to encourage each other in further visits.



Training of volunteers in May 2007



Training of ELLA volunteers in May 2007

Since June 2007, the Senior Home Hestia is regularly visited by eight volunteers. Besides individual visits we also organize music and dancing parties for our clients. On the occasion of the International Day of Volunteers – on December 6-th 2008 we awarded our volunteers with certificates of participation in training and praxis. Thanks to the success of this project perceived by clients of HESTIA, their relatives and staff of the senior home, we are planning to spread this project to other facilities in Bratislava

Volunteers in HESTIA have chosen clients who are regularly – once in a week - visited by them. Every volunteer involved into the program visits his/her client (every time the same client) once in a week for a time from one to three hours. Every client knows, where he/she can expect his/her volunteer. Here you can find some descriptions of meetings with clients, our volunteers provided us with...

Renáta (30): „Our meetings with Mr. Matus are meetings of „a grandfather and a granddaughter“. He usually asks me, when will my wedding take place and comment on the fact that I should put on weight; and I am discussing current football results with him and also asking him how the rest of his family is. From time to time, we are grieving together above his wife, who died lately; sometimes we are laughing over some funny character on TV, discuss current political situation, or I listen to stories from his youth full of various experience. Mutually spent time is very enriching for both of us – his experience is for me very inspiring and I believe, that I bring something positive and nice also to him.....“

Betka (40): „My presence means for my clients a meeting with external world, stable event in his – usually monotonous life he can wait for and look forward to; feeling that also he has got somebody who is here only for him, ready to help in anything he needs. In our discussions, he has a chance to make a client breath of his experience in past as well as of events in the senior home. His performance is usually very explosive and radical. Even it is often unintentional, he can - through his immediate reaction to every-day situation and events in the senior home – hurt people. He confessed he is glad when I am at his side, because if I am there, I can stop him doing stuff he would later regret. He never asked me why I am doing this, however, once he said he would never believe – if he would not experience it by himself – that people like me really exist.“



Volunteer with a client

Marta (58): „The most favorite topic for discussion of my client are memories of her active period of life and memories of her childhood and post-war time period. As she usually forget what we were talking about last week, we are discussing it over and over. After that she usually wants me to talk about current world, about everything that is happening behind the door of the senior home. We are discussing politics, culture, and my work. In her room, she is listening to radio, and thanks to that we can talk about concrete staff and she expresses her opinion. She likes jokes, she likes to talk about men in her life and can wittily react to some of the expressions of other clients. As she can't see, I usually describe the place we are in, talk about what is new and also how the environment and nature looks like. In such a way, I help her to sense how the time is running, she can imagine it and feel to be a part of external life.“

Jarmila (59): „To talk with Anička means that I talk and she is listening. I am asking her questions she is not answering at all or just by short murmuring I can explain as yes or no, or she repeats my words, which I usually take for agreement. She says a sentence only rarely, and if she does so, usually it is very inarticulate. She says something usually only if she is hungry or thirsty. She holds my hand or both of

them, and we are just sitting there, me caressing her hands. After some period of silence I talk to her about weather, we look through calendar, comment on Christmas or other decoration, etc. In the summer, we used to sit at the terrace and once we also visited the garden of the senior home. We tried to draw, read magazines, but she was not interested in it.“



ELLA Certification Ceremony
The International Day of Volunteers



Party for volunteers and clients



Sokrates

gefördert von:



EUROPÄISCHE UNION

Project is implemented thanks to the funding of European Union.

Comparative Study on the State of Volunteerism in the Slovak Republic

In June 2006, C.A.R.D.O. finished the work on a study on the state of volunteerism in the Slovak republic [within the international comparative research of volunteerism development in EU countries](#), the second edition of which is implemented by the Regional Voluntary Center in Roma (SPES).

In this study, we were focusing on the history and development of volunteerism in Slovakia, focusing especially on the recent years and months of development. We were also focusing on the support of volunteerism from the side of public administration and municipalities, funding and situation of infrastructure of volunteerism, as well as future vision of volunteerism. This study, that will compare situation in four countries - [Slovakia](#), [Belgium](#), [Slovenia](#), and [Latvia](#) will be published by SPES in English under the name "Volunteering Across Europe II" in 2008.

This study was implemented also thanks to the information, data, and opinions of representatives of following organizations: Greenpeace Slovakia, UNICEF, Slovak Red Cross, eRko, Domka, Voluntary Group Willow, Socia Foundation, Leisure Time Center Prešov, Community Foundation Prešov, Community Foundation Healthy City, Slovak Scouting, and Evangelic Diaconia, Slovak Humanitarian Council, IUVENTA, Slovak Youth Council, Association of Supervisors and Social Counselors, Voluntary Center SAIA Prešov, Center of Volunteerism Banská Bystrica, the Board for Advising in Social Work, 1-st Slovak Nonprofit Service Center.

Slovak Virtual Voluntary Center www.dobrovolnictvo.sk



In 2007, the sphere of volunteering development became our priority. We started to profile as a **leader in the area of volunteerism**. The first activities we implemented since the beginning of 2007 with the goal of creation of a virtual voluntary center were – gaining partners and preparation of a structure and design of the web page design.

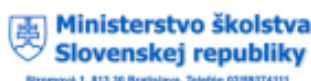
Web server was made public in **May 2007** thanks to the financial support of the Ministry of Education of the Slovak republic. The first version of the web page and first articles published there were prepared in active cooperation with 20 voluntary organizations during first five months of implementation. As an important we see also the fact, that all involved organizations participated in preparation of logo, name of the web page and its structure. After the meeting of voluntary organizations, web domain www.dobrovolnictvo.sk was registered, to which also domain www.dobrovolnici.sk is redirected. Since May 2007, the web page is regularly updated and we are also working on its promotion as well as on the promotion of volunteering among public.

Goals of the Virtual Voluntary Center are:

- to enforce importance of volunteerism for development of civil society,
- to create social prestige and strengthen status of volunteers in Slovakia,
- to enable and implement exchange of know - how among voluntary organizations and organizations without experience with volunteerism,
- to raise discussions on the state of volunteerism, its legal framework, funding and complex care and management of volunteers and professionalization of volunteerism,
- to enforce principle of solidarity within the wide public, to support the idea of corporate volunteerism among donors,
- to offer voluntary work opportunities to potential volunteers throughout Slovakia,
- to map voluntary organizations: their activities, location, development, management of volunteers,
- to provide information on the state of volunteerism in Slovakia, on new projects and grants provided in the area of volunteerism.

Web page will serve as **information and service portal** of volunteerism in Slovakia and abroad, it will publish information on local, national and international level. At the end of 2007, there were **83 NGOs** registered and **45 offers for voluntary work** from organizations and **27 offers from potential volunteers** published on the web page. All registered organizations are once in a month updated by an e-mail newsletter containing information on all news and documents published on the web page and asking them for cooperation. Our next vision is to prepare simpler English version of the web available for all people interested in volunteering from abroad.

Project was established thanks to the financial support of the Ministry of Education and the Town Council of Bratislava – capital of Slovakia.



Networking and Cooperation with Voluntary Organizations in Slovakia

As we realized the need for cooperation of other organizations active in the field of volunteering, we approached them and organized the first of three coordination meetings with the goal to coordinate all activities in the area of volunteering together.

The first meeting was held at IUVENTA in January 2007 and representatives of following organizations were present there: DOMKA, Evanjelická diakonia, ICM Levice, IUVENTA, Klub detskej nádeje, NA Mládež v akcii, Rada mládeže Slovenska, Rada pre poradenstvo v sociálnej práci, regiony.sk, SAIA Prešov n.o., SAVIO, Slovenská humanitná rada, Slovenský červený kríž, UNICEF, Žabky na prameni. In addition to these organizations we also actively communicated with other organizations – such as Centrum dobrovoľníctva in Banská Bystrica, eRko, Greenpeace, Plusko. Representatives of organizations presented at the meeting were discussing major obstacles in the development of volunteering in Slovakia (there were four areas that hinder development of volunteering mentioned at this meeting – weak status of a volunteer and volunteering, missing legislative background, lack of professional level of some NGOs working with volunteers and lack of sustainable development of voluntary activities). As one of activity that could help to solve these issues was – to present organizations -presented the idea of virtual voluntary center.

The second meeting of voluntary organizations was held on March 28, 2007 in Iuventa. At this meeting, the content of the web page www.dobrovolnictvo.sk was discussed. This common project started to gain new partners. Another needs – such as potential coordination of activities in the area of preparation of legislation on volunteering, but also possibility to create education for volunteer coordinators were discussed as well.

The third meeting of voluntary organizations was held on September 27, 2007 in IUVENTA in Bratislava. Present representatives of the organizations were – in addition to evaluation of success of the web page www.dobrovolnictvo.sk - focused especially on determination of following challenges related to the area of volunteering and on informing about activities prepared on the occasion of the December 5-th – The International Day of Volunteers. As one of the challenges there was also presented a new initiative of the civic association C.A.R.D.O. – project of creation of a team of trainers for volunteer coordinators who would be available for voluntary organizations and would train them in effective work with volunteers.



Meeting of Voluntary Organizations, Iuventa, March 2007

Building a Team of Trainers of Volunteer Coordinators

Quality of volunteer management in organizations was one of the key topic discussed at the meetings of voluntary organizations. While working with voluntary organizations, we often experience that they do not know how to work with volunteers- how to approach them, recruit them, how to keep them working for organization, how to evaluate them – simply, how to coordinate them. That is why C.A.R.D.O. in cooperation with partners decided to determine the improvement of quality of volunteer management as one of future strategic activities in the area of Slovak volunteerism. In 2007 we started to look actively for funding for building and education of team of trainers who would train volunteer coordinators in Slovak NGOs.

The first of planned training was implemented in the cooperation with IUVENTA on October 28 – 31, 2007 in Svätý Jur. We invited lecturers from the National Voluntary Center in Prague - Olga Sozanská and Jiří Tošner. From 23 interested potential trainers C.A.R.D.O. has chosen 11 with some experience in the area of volunteer management, experience with training in the area of informal education, volunteer management or NGO management, but also with high level of communication skills and with willingness for regular participation in future education and supervision meetings. At the first meeting focused on the content of volunteer management trainers – authors of the book *Volunteers and Methods of Work with Them in Organizations (Portál, 2002)* - encouraged training participation into discussions on basic topics of volunteer coordination such as preparation of volunteers, role of volunteer coordinator, supervision, evaluation of voluntary projects, new trends in the area of volunteering, etc. At the end of this training the basic content framework for future education of trainers for volunteer coordinators was established. This will be implemented if C.A.R.D.O. would be successful in its fundraising efforts.



The International Day of Volunteers – December 5, 2007

On the occasion of the International Day of Volunteers we prepared a press release the part of which was created by a small analysis implemented among organizations registered on the web page www.dobrovolnictvo.sk. Related press conference was visited by 15 guests – journalists and representatives of the NGO sector. Based on the press conference, C.A.R.D.O. participated in (Slovak Radio, Radio Regina, TV Bratislava), where we presented also other voluntary organizations (Inex Slovakia, SOS Birdlife Slovensko, Domka, eRko).

Press release, December 4, 2007:

Are Volunteers in Slovakia Diminishing Species?

Since 1985 the whole world is celebrating December 5 as the International Day of Volunteers. On this occasion, C.A.R.D.O. together with 29 voluntary organizations decided to call attention to the value of volunteering and to thank all volunteers who are providing unbelievable amount of time and energy for the good of others, as it is confirmed by collected data for the year 2007.

The fact that it is necessary to talk about volunteerism is confirmed by data obtained from organizations working in social, cultural, environmental, sport sphere on local, regional and national level. Counting data from filled in questionnaires we found out that during 2007, there were **25,133 volunteers** involved into activities of these organizations who together worked voluntarily for **2,115,572 hours**. C.A.R.D.O. multiplied the number of working hours by approximate hour-wage and found out, that the value of working hours worked off by volunteers in these 29 organizations is unbelievable – SKK 262,880,572 (app. \$11,430,000). This amount is only quantitative calculation of voluntary activities without taking into consideration all the knowledge, experience, skills and emotions volunteers are giving for free as well. Thank you!

In 2007, several essential changes happened in the area of volunteerism. Slovak voluntary organizations started to join their efforts and started to create a common voice and look for new way of work with volunteers. In May 2007, C.A.R.D.O. with financial support of the Ministry of Education of the Slovak republic established so called virtual voluntary center www.dobrovolnictvo.sk, which provides its users complete information on volunteering and through a simple database system enable potential volunteers with a chance to find a suitable voluntary „position“ in Slovakia and abroad. „Organizations start to recognize the need for volunteer management of a good quality. We are still facing challenges in recruitment, maintenance, motivation and appreciation of volunteers“ states Alžbeta Mračková, project manager of C.A.R.D.O. According to Mračková, the following key topic in 2008 in the area of volunteerism will be also discussion on creation the Law on Volunteering that would – despite others – define basic rights and responsibilities of volunteers and voluntary organizations.

The International Day of Volunteers will be in Slovakia celebrated by accompanying events of several voluntary organizations. *Center of Volunteering in Banská Bystrica*, *Voluntary Center SAIA Prešov* and the organization *Žabky na prameni* in Košice organize during this day an awarding ceremony for volunteers active in their regions. In Banská Bystrica, the ceremony will be held in the Great Hall of the municipality at 5 p.m., in Prešov it will be held in the restaurant Hviezda at 1.30 p.m. and in Košice the ceremony will accompany opening of traditional Christmas fairs on the Main Square at 4.45 p.m. in Košice, Volunteers of the Archdiocesan Charity will during this day approach and invite wide public to the voluntary activities there.



Thanks to the implementation of the press conference, there were several articles and interviews published in December 2007:

"Why to become a volunteer" (Katolícke noviny, December 13, 2007)

Interview with press conference participants on topic "Are Volunteers in Slovakia Diminishing Species?" (Rádio Slovensko, December 6, 2007 at 10.30 p.m. – in the program „Nočná Pyramída“)

Information to the International Day of Volunteers (Rádiožurnál, Slovak Radio, December 5, 2007)

"Last year, volunteers worked for more than two millions hours" (Changenet, December 5, 2007)

"Are Volunteers in Slovakia Diminishing Species? (Romano Nevo Ľil, December 5, 2007)

"NGOs established a new internet server www.dobrovolnictvo.sk" (SME, December 4, 2007)

National Virtual Voluntary Center, Zoom-m, magazine on youth policy, No.2, 2007.

National Virtual Voluntary Center, Efekt, magazine for effective management of an NGO No. 5, 2007, article can be downloaded in Slovak [here\(page 1\)](#) and [here\(page 2\)](#) .

"Virtual Voluntary Center Was Established" (SME, September 11, 2007)

"I help, thus I am" (Radio Lumen, May 20, 2007)

"Voluntary Internet Portal Started to Work This Week" (SME, May 13, 2007)

"Volunteers to Seniors" (Changenet, May 2, 2007)

Think Future, Volunteer Together



The main goal of this international European Project, we started to implement in December 2007, is to involve people over 55 into active participation in the life of society through voluntary activities. It's an international project funded by the European Union (ENE) in which we cooperate with voluntary centers and organizations from four countries: Italy - SPES, Slovenia - Filantropia, Romania – Pro Vobis, and Hungary - OKA.

Promotion of volunteering among people over 55 will be during 2008-2009 implemented through following activities:

1. International two week exchange programs of volunteers over 55 who will visit voluntary organizations in other European countries. Slovak (potential) volunteers inspired by experience gained in foreign countries will implement activities focused on promotion of volunteerism among seniors in Slovakia.
2. Campaign focused on active participation of seniors in the life of society; and
3. analysis of results and suggestions of programs and activities for other EU countries that would increase active involvement of seniors into volunteering.

Active Participation at Conferences in 2007

4-th Year of the International Conference on Hospice and Palliative Care in Trnava, March 17, 2007

Alžbeta Mračková and Mária Hatoková from Voluntary Group Willow were presenting its speech called „Is Your Hospice Really a Hospice?“ at the conference regularly organized at the Trnava University. Their presentation was based on practical outcomes from trainings implemented in June 2006 in hospice and palliative care facilities in Slovakia. Presentation is available at the e- almanac from the conference. (HATOKOVÁ, M. – Mračková, A. Je váš hospic naozaj hospicom? Medzinárodná konferencia hospicovej a paliatívnej starostlivosti. FZSP Trnavská univerzita, Trnava, March 17, 2007.)

Volunteering without Borders – 7-the Year of the International Conference on Volunteerism in the Czech Republic, Kroměříž, May 14 – 15, 2007

We were invited for the active participation at this conference by colleagues from the National Voluntary Center HESTIA in Prague. At the conference, Alžbeta Mračková introduced the new virtual voluntary center, possibilities of volunteering through the internet and options for future cooperation with the Czech republic. Presentation is a part of the almanac from the conference. (MRAČKOVÁ, A. Dobrovolníctvo cez internet alebo ako spolu zotrieme hranice. In Sborník konference Dobrovolnictví bez hranic. Kroměříž, May 14-15, 2007. Kroměříž: Klub UNESCO Kroměříž, 2007, page 43- 48.)

Membership in the International Structures in 2007

EUROPEAN VOLUNTEER CENTRE
The Voice for Volunteering in Europe



CENTRE EUROPEEN DU VOLONTARIAT
Le Porte-Parole du Volontariat en Europe

Since 2006, C.A.R.D.O. is a member of CEV – [European Voluntary Center](#).

[CEV \(Centrum Europeen du Volontariat\)](#) with a headquarter located in Brussels is a network of 59 national, regional, and local voluntary centers and organizations developing volunteerism in Europe. CEV serves as a platform, facilitating exchange of experience and information among its members, thanks to which local voluntary organizations can enrich their valuable work with European dimension. Thanks to our cooperation with CEV, C.A.R.D.O. and other voluntary organizations in Slovakia can participate in new international projects implemented in the area of volunteerism, researches of volunteerism, and get new information about opportunities of infrastructure development of volunteerism in Slovakia and in Europe.

In 2007 we participated at following CEV events:

General Assembly, CEV Conference and Regional Meeting of IAVE in Europe, March 22-23, 2007, Paris

The main topic of the CEV conference in Paris was „Volunteering as a way to re-employment“. Discussions were focused on practical experience with involvement of unemployed volunteers into the work of organizations. Among questions raised during the workshops were for example: gaining skills from volunteering, inter-sectoral cooperation (e.g. labor offices, schools), volunteering and support of unemployed people, volunteering as a duty for long-term unemployed people.

MOVE Conference, May 22-24, Brussels

Conference MOVE was the final conference of the MOVE project focused on recognition of skills and competences gained through volunteering in different sectors. At the conference, active participants presented tools through which organizations create portfolios for volunteers which can volunteers use for their professional praxis in the future.

CEV Conference and the General Assembly, September 28-29, 2007, Budapest

Conference in Budapest focused on „Equal Opportunities for All – Volunteering and Diversity“. During discussions we were thinking about how we can – in our countries and organizations – involve various volunteers, especially those disadvantaged. The main issues discussed were focused on recommendations, management and its applications into our organizations.

Membership in National Structures

C.A.R.D.O. is one of the founders of [Forum of Christian Institutions \(FKI\)](#). FKI aim is to strengthen voice, status, and cooperation of non-governmental non-profit organizations in Slovakia and abroad goals, missions, and activities of which are based on Christian values.

Fair of Social Activities 2007

On October 17, 2007 – on the occasion of the International Day of Fight Against Poverty – FKI organized the Fair of Social Activities. It took place already for the second time in the entrance hall of the Hospital at Brothers of Mercy and C.A.R.D.O. participated there as well. This year, 20 social organizations from non-profit and academic organizations – non-profit and academic - throughout Slovakia were participating at this event.

The goal of the Fair of Social Activities was to present social activities, to create a space for dialogue and mutual exchange of information, but also enable communication with the public administration, academic institutions and wide public.

C.A.R.D.O. and Environmental Issues

CEFE Project (Catholic Ecology Forum Europe) www.cefe.ch

The mission of web page www.cefe.ch is to present environmental experience of Catholic church throughout Europe. This web page serves as an inspiration for those bishop conferences, activities of which were not focused on the environment and protection of a creation yet.



CEFE Project should monitor environmental activities of the Catholic Church in Europe, but it is also a suitable area for ecumenical cooperation of Christians active in the environmental area.

Specific Goals of the Project:

1. project cumulates and preserves information about environment and creation – bible texts, documents published by Vatican, statements of Bishop conferences, projects and expert documents of Christian organizations throughout Europe.
2. it creates discussion forum for environmental protection within Catholic Church
3. it provides consulting and support for mutual projects of Bishop Conferences, ecumenical projects, organizations and countries implementing environmental projects
4. it seeks to implement activities in favor of environment prepared by Bishop Conferences in Europe

In 2007, member of the CEFE Team participated at several events:

January 11 – 13, 2007 – Austrian Pastoral Days (Pastoraltagung) in Salzburg (St. Virgil), which were this year focused on the topic „Responsibility for creation as a task for pastoral activity“.

June 14 – 17, 2007 – the International Conference in Uzhorod in Ukraine called „Church and the environment: European Experience and Ukrainian Perspectives“.

December 7 – 9, 2007 – the International Conference in Uzhorod focused on the topic „Responsibility for Creation and Sustainable Development in Central and Eastern Europe on Examples of Poland and Ukraine“.

Project was in 2006 supported by the Renovabis Foundation. Pilot two-year phase of the project will be finished in August 2008.



Language Camp in Asbach (Germany)

Language camp for **children in the age of 13 – 17** was implemented in the week of July 26 – August 7, 2007. This camp, organized by C.A.R.D.O. was open for anybody willing to experience thrilling surprises, great fun, find new friends from other European countries, play cool games, be in a good mood, spend some time in beautiful nature, experience romantic evenings at grill parties or funny trips, simply – spend fabulous summer in German language course. Young people had a chance to spend **11 days in beautiful nature of Western Germany in the town of Asbach located in the middle of national park Rhein - Westerwald** (35 km south from Bonn).



Stay was organized in hotel **Jugendheims Niedermühlen**. Children were divided into groups according to the level of German language skills. Camp was international, Slovak children were in contact with children from Poland and Latvia. During the camp implementation, they completed a German language course with lecturers and talk German with their friends from Poland and Latvia. Stay was accompanied by bathing in pool that was part of the complex, walks in nature, games – e.g. ping-pong, and trips to surrounding towns (e.g. Cologne).

C.A.R.D.O. and Preparation of EU Projects

C.A.R.D.O. was established in the time period of entry of Slovakia into European Union. We became a helping organization at the development of projects in Slovakia. Aware of our opportunities and experience, we are helping other institutions and organizations to utilize individual funds of European Union.

C.A.R.D.O. is focusing on preparation of project applications, project documents, business plans, financial analysis, etc. especially for gaining non-returnable financial sources from the EU funds. For this purpose, we have an implementation team in place consisting of experienced experts with certificates for this work. Our rich experience gained through preparation of more than 800 projects is a guarantee of project preparation of a good quality. Our experts are working in this field for more than ten years with Slovak Ministries and five years with EU funds. In addition to preparation of a complete project, we are preparing business plans, financial analysis, and implement complete service including consulting.

Financial Statement for 2007

Resources/Purpose

European Union/ ELLA Project	242,749.92 SKK
Renovabis Foundation/ CEFE Project	492,930 SKK
Ministry of Education – IUVENTA/ dobrovolnictvo.sk project	198,000 SKK
SPES/ Comparative Study on Volunteering	103,828 SKK
MSD/Projekt dobrovolnictvo.sk	33,000 SKK
Town Council of Bratislava/ Project dobrovolnictvo.sk	18,000 SKK
Donations – private entities	215,980.43 SKK
2% assignment	5,049 SKK
Membership fees	1,600 SKK
Donations – contributions for business trips	34,442.06 SKK
Services/Maps	11,615 SKK
Services/ preparation of projects	307,706 SKK
Services/ rental of technical equipment	37,675 SKK
Services/ Summer Camp in Asbach	29,400 SKK
Exchange Rate Return	79.85 SKK
Bank Interests	181.87 SKK
Loan	828,350 SKK
Other	9,402.50 SKK

Total Income

2,569,989.50 SKK

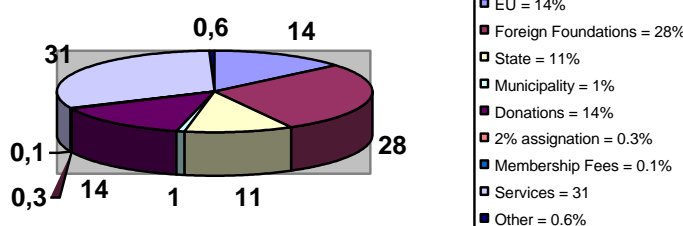
Expenses

Supplies (office supplies, mail, allowances, refreshments)	52,228.17 SKK
Office rental	40,614 SKK
Energies, water	7,611 SKK
Communication costs (phone, internet)	58,444.50 SKK
DHM	64,972 SKK
Accounting	26,487 SKK
Salaries including external co-workers for CEFE, ELLA and dobrovolnictvo.sk (expert services, external co-workers, partners)	1,022,960.80 SKK
External and Expert Services – preparation of EU projects	221,035.50 SKK
Funds – health care and social insurance	203,230 SKK
Conferences – participant fees	1,830 SKK
Web services	14,007 SKK
Travel costs – business trips	49,725.76 SKK
Membership Fees	8,644 SKK
Bank Fees	4,430.05 SKK
Exchange Rate Loss	2,002.60 SKK
Other Fees	1,512.33 SKK
Loan Payment	925,839 SKK

Total Expenses

2,705,573.50 SKK

Distribution of Resources in Percentage:



Thanks

In 2007 we gained several valuable contacts, established new forms of cooperation and got the financial support and moral encouragement from many of our fans, colleagues, and co-workers. We would like to use this opportunity to thank for new partnerships made in benefit of volunteerism, and for financial support – especially to Renovabis Foundation which is supporting CEFE Project, to the Ministry of Education and the Town Council of Bratislava for their support of project of virtual voluntary center and to all of those who assigned their 2% of paid tax in the favor of our organization. Many thanks belong also to volunteers who are translating German and English documents for us, which are used for ELLA project, but also for our web page www.dobrovolnictvo.sk. Our thanks belong to:

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Last, but not least, we would like to thank Zuzana Vinklerová, the Executive Director, who is working for our organizations without financial reward.

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