

PROCEDURE AND DEADLINES FOR SIGNING MEMORANDA OF UNDERSTANDING

1. Until 20 January 2010:

The Municipality Council (MC) of the corresponding municipality votes a decision for long-term support to the library and for signing a memorandum/a of understanding under the program. A new decision of the MC is not required for municipalities where there already is one. The commitments undertaken by the Municipality for repairs or other activities under the Glob@l Libraries – Bulgaria Program must become a part of the draft municipality budget for 2010.

2. Until 25 January 2010:

The memorandum/a is signed by the corresponding chitalishte/libraries and by the Municipality. It is necessary that the data of the libraries/chitalishte are filled into the memorandum in accordance with their current legal registration.

3. Until 30 January 2010:

The District Coordinators send to the PMU in Sofia the signed memoranda together with copies of the MC decisions. The abovementioned pertains to the trilateral memoranda as well.

4. Until 10 February 2010:

The memoranda of understanding are signed by the Ministry of Culture and UNDP.

5. 18 February 2010:

The signed memoranda of understanding will be handed to the mayors of partnering municipalities at an official ceremony during the General Assembly of NAMRB in Plovdiv.