

The Aims of the Foundation

The primary function of the Foundation is to facilitate the exchange of information between nonprofit organizations in the Czech Republic and their partners and sponsors in the Czech Republic and abroad, and to support their activities by providing necessary information and supporting materials, organizing meetings and training, and facilitating the legal and administrative work connected with the operation of these organizations: especially foundations, charity, cultural and educational and non-profit legal entities.

ICN Mission Statement

ICN is an information and service center which supports Czech non-governmental non-profit organizations in achieving their goals, and contributes actively to the development of the third sector in the Czech Republic.

ICN achieves its objectives by analyzing the third sector in the Czech Republic, by providing information, training, publishing and other services for all those interested in the Czech nonprofit sector, and by building partnerships between the governmental, the private and the nonprofit sectors.

Intro- duction

Word from the Chairman of ICN Foundation's Board of Directors

The year 1999 was for the ICN Foundation a year of changes and search. First of all it was necessary to introduce changes in the range of foundation aims and functions according to the new foundation law. The ICN Foundation was always a typical operating foundation, which meant it acquired the financial means predominantly for its own programs, which the foundation managed itself through its employees or hired staff.

Already in the transformation year 1998, the ICN Foundation's Board of Directors was aware of the necessity to separate the public benefit activities from the others. Therefore, in January 1999, it was decided to establish the Information Center for Nonprofit Organizations as a public benefit organization, and to transfer the activities and the employees to this separate legal entity. Registration proposal of ICN, Public Benefit Corporation, was brought into the Regional Court in Prague in February 1999, and it was registered on April 22, 1999. At the same time the Board of Directors and Supervisory Boards were divided. Thus ICN Foundation's Board of Directors with six members, and ICN, Public Benefit Corporation's Board of Directors with three members, were formed, as well as two Supervisory Boards each of three members were created, one of the establishing foundation, and the other of the newly established public benefit organization.

As from April 1999 till the end of the same year, the fundamental restructuring of both organizations was carried out, consisting of the gradual transfer of ICN Foundation's programs to ICN, Public Benefit Corporation, including the step by step transfer and new allocation of employees. Some of the programs financed by the "cause related means" were finalized by the ICN Foundation; others, with agreement of their main sponsors, were transferred into the care of ICN, Public Benefit Corporation.

The year 1999 was for the ICN Foundation Board an unusual one also due to the fact, that during this year the Foundation applied for grant from the Foundation Investment Fund (NIF). ICN Foundation's Board of Directors highly appreciates the trust gained by winning the selection procedure, and that on the basis of the contract with the National Wealth Fund signed in November 1999, it could take over under its administration the endowment contribution amounting to a total amount of 7.46 million CZK. In accordance with the contract, the Board decided in December 1999 to deposit the sum of 2.46 million CZK on a special term deposit account at Živnostenská Bank, and to buy units of collective investments of the Opened Balanced Fund of Foundations managed by ŽB Trust a.s., the daughter company of Živnostenská Bank, at a total amount of 5 million CZK. At the same time, the supplement to the ICN Foundation Statute was accepted, by which the specific conditions for utilization of the income and administration of the endowment were ensured. It is a fact, that registration of the new statement on the foundation endowment was only made in June 2000. Incidentally, the ICN Foundation's Board of Directors accepted the possibility to utilize the endowment income for the foundation's purposes not

Intro- duction

earlier than in the second half of the year 2000 as far as the income made from bank account interest is concerned, and not earlier than in the second half of the year 2001 concerning the income from the units of collective investments.

The period after the division of ICN was especially difficult for its employees. The whole transformation was, without any doubt, strongly influenced by the decision of the Founder, and until then, the ICN Executive Director, RNDr. Jana Ryšlinková, to resign her executive functions as from May 1, 1999 to be succeeded by Mgr. Milan Caha, the new Executive Director of ICN, Public Benefit Corporation. I would like, on behalf of ICN Foundation's Board of Directors as well as myself, to thank director Caha, all ICN staff members, whether they belong to ICN, Public Benefit Corporation or ICN Foundation, for the understanding they showed when accepting the necessary changes, and for the self-sacrifice they displayed when facing difficulties, including personal ones, which the division of ICN and the change of the leadership caused, but above all, for the great amount of work, which they together with all external partners delivered in 1999 in support of non-governmental nonprofit organizations.

Let myself express the hope, that the ICN Foundation, in cooperation with ICN, Public Benefit Corporation, and other Foundations and Non-Governmental Organizations, will further manage to function in helping the development of non-governmental organizations and their organizational and professional self-management, through exchange of information, educational activities and consulting. Last but not least, also through the support of cooperation between organizations and institutions themselves, as well as through forming coalitions between non-governmental organizations, the community and entrepreneurs aimed at solving the problems and needs of citizens, communities, and regions. The ICN Foundation should also in the future take the initiative in making contacts with the state administration for the benefit of the further development of satisfactory legal and financial background for civic initiatives. Therefore, the ICN Foundation will further strive to gain the support of local and foreign donors, whom it would like to thank for the invaluable help it has received until now.

I wish all friends and supporters of the original ICN good and fruitful cooperation with the ICN Foundation as well as with ICN, Public Benefit Corporation, and I hope the Annual Report 1999, submitted jointly by both organizations, will fulfill expectations.

Amsterdam June 30th, 2000



Petr Pajas,
The Chairman of the ICN Foundation's Board of Directors

Intro- duction

ICN, p.b.c.

The Information Center for Nonprofit Organizations (formerly the Information Center for Foundations and other Not for Profit Organizations) celebrated in 1999 its 6th anniversary. During this year, ICN went through many important organizational and personal changes, as well as moving to new premises.

At the beginning of the year, the ICN Foundation established the Public Benefit Corporation – “Information Center for Nonprofit Organizations, p.b.c.” registered by the Court on April 22nd, 1999. This change also required structural changes at the highest level of the organization – the Board of Directors. Two independent Boards of Directors and two Supervisory Boards were created, but stayed, however, in close contact. During the year, according to the new legal framework, the ICN Foundation's activities have by degrees been separated, and the services for the nonprofit sector were gradually taken over by the new Public Benefit Corporation.

In 1999, the ICN strategic plan 1997 – 1999 reached its conclusion. Therefore, in the autumn of 1999 the strategic planning process for the period 2000 – 2004 commenced. At the end of the year, we had to leave the offices in Karolíny Světlé 4, where ICN had its seat from the beginning of its history. The troubles with moving into not quite completed space, and with all the accompanying changes, were compensated by a more suitable location and namely by much better transport accessibility in Hradební street 3. We are very pleased that the information department is “barrier-free”, and as the first month of operating in our new place showed, our permanent as well as our new clients found us with no problems.

The intricacy of transformation of such a large and heterogeneous organization as ICN is, can be illustrated also by the fact, that both organizations' Boards of Directors came to the agreement to publish a joint 1999 Annual Report, as to differentiate both organizations' participation in the activities and projects would necessarily need not only to describe in detail the transfer of each ICN Foundation's staff member to the ICN, Public Benefit Corporation, but rather to elaborate the detailed month by month description of the activities of each employee. The activities, by necessity administered till project completion by the ICN Foundation, were often realized and coordinated by ICN, p. b. c. staff, which was also commissioned to administer, implement and execute the ICN Foundation's Board of Directors work. The only sphere, right from the beginning clearly and strictly separated, was the management of the finances and accountancy. As expressed in the statements of auditors, we have managed to make this part of the transformation clear, and with no factual or formal mistakes.

I would like to thank all who were obliged, and during this intricate period volunteered to help. Also I would like to express my thanks to both organizations' Boards of Directors, as well as to the donors and sponsors, who understood the complicated situation and helped us to overcome the transition period, and to our cooperators, and clients who had the patience and didn't hate us! And last, but not least, to all my ICN colleagues, who by virtue of their participation and initiative helped to mark the year 1999 as complicated, but successful.

*Milan Caba,
The Executive Director of the ICN, Public Benefit Corporation*

ICN's Transformation

Introduction

The new Foundation Law, valid from January 1st, 1998, defines a foundation as the organization solely maintaining and granting the finances. As ICN served other non-governmental nonprofit organizations through its informational and educational services, it had to choose a different form, better suited to its activities. Therefore, the Board of Directors of the former Foundation decided to establish the Public Benefit Corporation, which would take over, stage by stage, all regular ICN activities and projects. This new organization was registered on April 22, 1999 (reg. No.: 257 56 800), and started its work in June 1999, with its first three employees: Mgr. Milan Caha, the new Executive Director, and Eržika Frink-Mrázová together with Daniela Urbancová, project coordinators of the Robert Bosch Stiftung Program Civic Initiatives in Europe. The "transformation" was completed by the transfer of the last project and its coordinators in December 1999.

Strategic Planning

This process started in the Autumn 1999 with the help of a volunteer worker, consultant Kelly Sweeney McShane. The objectives of this process were:

- In-depth evaluation of the former 1997 – 1999 strategic plan
- Mapping the informational and educational needs of our current and potential clients
- Evaluation of Strengths and Weaknesses of the organization, external Opportunities and Threats (SWOT analysis)
- Drawing up ICN strategic goals and priorities for the 2000 – 2004 period

The following steps in strategic planning were taken during 1999:

- Process planning and its internal communication
- The collection of external and internal data – discussions were held with both Boards of Directors' members, some donors, partners, and clients

The strategic planning process is being continued during the year 2000.



The ICN Information Department maintains the most comprehensive data collection on the nonprofit sector currently available in the Czech Republic. Here one can find information on non-governmental nonprofit organizations operating in our Republic, activities they are engaged in, as well as one may look through their Annual Reports, or search in databases for the information on financial sources available for projects. Interested visitors can ask for professional consultations. The ICN Library, specialized in the needs of the nonprofit sector, offers a wide range of librarian services. Most of the services are offered “free of charge” not only during one's personal visit, but also by telephone or in writing, either by fax, mail, or e-mail. Only a “symbolic” fee is charged for research on a specified issue.

In 1999, the Information Department, which at present fulfils all standard functions of an Information Center with a wide range of information related to the nonprofit sector, was managed by Denisa Parkosová.

I would like to thank all, who participated in the Information Department's activities, and all my colleagues for the well executed work and inspiring cooperation, as well as those, who supported and trusted us.

Denisa Parkosová, Head of the ICN Information Department

ASSISTING THE USER

The Information Department's staff makes all efforts to work with clients individually and to assist them in the search for necessary information. During an informal meeting at a first visit to the Information Department, each new visitor is instructed on the library system, receives basic information about publications and their location, about other informational sources available on ICN Databases, and about the services offered by professional consultants. The staff is most frequently approached by organizations seeking project partners, financial partners or, by contrast, suitable recipients for donations. Visitors can use the literature, as well as the databases available both in print and in electronic format, and they can also use the computer. Those who are not familiar with the computer will be readily assisted by staff members. If a client wishes to study information from the databases at home, he may also have the relevant data printed at a modest charge.

SERVICE USERS

The most frequent users of our information services are NGO employees, state administration and local government officials, researchers and students. Also entrepreneurs and business people come now more often to search in our databases for nonprofit organizations they would like to address.

In 1999 the Information Department was visited by 3713 clients, and the staff answered 5420 telephone inquires.

Clients of the Information Department in 1996 – 1999

	1996 daily average total	1997 daily average total	1998 daily average total	1999 daily average total
Visitors	11.5 2324	12.3 2499	18 3690	18,6 3713
Telephone inquires	18.5 4689	24.6 4998	27,5 5629	26,4 5420
Mail inquires/ researches	1.8 448	2.5 498	Not available	0.5 95
Total	31.8 7461	39.4 7995	45,5 9319	45,5 9113

Information resources



LIBRARY FILES

Perhaps one of the most important elements of the Information Department is the library with its unique collection of literature on the nonprofit sector. Visitors can choose from Czech and foreign publications which are divided into 29 subject groups. Among the materials one can find in the library are directories, Annual Reports, books on the nonprofit sector and related activities published in the Czech Republic and abroad, diploma theses, and special documents.

Most of the materials held by the library cannot be taken away but visitors are welcome to use the copy service; only multiple titles can be borrowed for home use. The loan period is one month; reader's registration is free of charge.

In 1999 the library made 195 acquisitions, and as of December 31, 1999 it held 2280 books. Visitors select from a variety of 135 periodicals, including two daily papers, 97 Czech journals, and 46 foreign journals.

ICN DATABASES

ICN currently provides and regularly updates three basic databases. As from April 2000, you can work with them on our web page <http://www.icn.cz>.

ICN Library Catalogue

In search of a relevant document, you can use the automated library system Clavius (developed by the Tábor firm Lanius, s.r.o.), which is at present one of the most frequently used systems in public libraries in the Czech Republic. This system is fully compatible with other library and other database systems, and allows searching by different criteria, or by a combination. Thanks to this system it was possible to place our library database on the Internet with the possibility of interactive search.

ICN Services

Nonprofit Organizations in the Czech Republic

This database provides data on nonprofit organizations (Civic Associations, Public Benefit Corporations, Foundations, Foundation Funds, Church Charities, etc) active in the Czech Republic. In the entries you will find contacts (address, contact person, telephone and fax numbers, e-mail), a brief description of the organization and its activities, together with examples of previously organized events. Development of this database started in 1993, and at December 31, 1999 it contained 2960 entries. This database is the basic informational source for the day-to-day work of the Information Department. It serves as one of the most important sources for research, those interested are either from nonprofit organizations, state administration, or business. You can work with this database on the Internet (www.icn.cz) or, the regularly updated version is also available on a diskette.

Funding for Non-Governmental Nonprofit Organizations

This database contains information on organizations which provide finances for the activities of Nonprofit Organizations in the Czech Republic. As part of each entry there is data on the amount of money usually granted, and key characteristics of the grant making organizations, as well as the field of activities previously supported by foreign Foundations in the Czech Republic. This database was created in 1994, its printed form appeared for the first time in 1996. The field of activity and name index allows for easy search by organization and its focus.

The current grant application's deadlines are also available on the ICN web page, or in the regular column "Your Finances" in the NGO Sector Monthly – the ICN Bulletin.

NOTE

It is a great help, of course, if the nonprofit organizations themselves inform ICN about all changes, either in address, telephone number, or contact person. ICN's policy is to enter only the data the organization wishes to be published.

DATABASES OF OTHER PROVIDERS

In order to provide a professional service at a high standard level, ICN needs top quality processed information, of which some are gained from the outer sources.

Czech and Slovak Organizations' Register (Albertina Data Ltd.) contains basic information about all organizations (including nonprofits) registered by the Czech Statistics Office. ICN has been regularly subscribing to this for four years.

Automated Legal Information System (ASPI) is widely used in the state administration, and it is an important source of information for the nonprofit sector, too.

Electronic Archives of Newspaper and Journal Articles (weekly updated by Newton IT) include also monitoring prepared by ICN staff.

NONPROFIT ORGANIZATIONS' ARCHIVES

Besides the information on databases, ICN gathers together materials on various Czech nonprofit organizations. Each organization is assigned its own file containing different materials, such as announcements, leaflets, press articles referring to organizations' activities, and Annual Reports.

Information Department Service in 1999 was provided by:
Dagmar Heřmanská, Zuzana Ježková, Zoja Seyčková, Martina Švecová, Jana Ruxová.

Information Department help:
Ivana Dostálová, Jan Kvasnička, Klára Novotná.

Information Department's activities in 1999 were supported by:
NROS with PHARE funds, Rockefeller Brothers Fund, Charles Stewart Mott Foundation, European Foundation Center – Orpheus Civil Society Project (the gift of books), The Johns Hopkins University, Robert Bosch Foundation.

ICN Services



Opening hours	
Monday	closed
Tuesday	10-12 13-16
Wednesday	10-12 13-18
Thursday	10-12 13-16
Friday	10-12



*The members of ICN Information Department's team:
Jana Ruxová, Zoja Seyčková,
Dagmar Heřmanská and
Martina Švecová.*

ICN Services



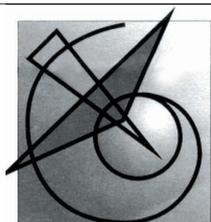
ICN club

„To share still more” was the idea of the ICN Club when it was established in 1994. The Club promotes the exchange of information and experience within the frame of the Czech nonprofit sector, and thus it supports spreading information to users in the whole Czech Republic.

All club members received, each month in 1999, current information on the nonprofit sector through the ICN Bulletin – the Nonprofit Sector Monthly (for more details see also Publications), and by a special package Information Service, containing announcements of nonprofit sector events, grant information, job opportunities in the nonprofit sector, etc. Club members can advertise in the Information Service **free of charge**, and apart from this are automatically **entitled to discounts** on ICN publications and services (training, legal and accounting consultations). A few times during the year 1999 an effort was made to inform members about the most current events through the Internet.

In 1999 the Club had 254 members, 175 of whom were members in the previous years, 127 members were from outside of Prague.

Contact person: Dáša Heřmanská.
ICN Club was supported by Charles Stewart Mott Foundation.



Vyšší odborná škola
informačních služeb

February 17th, 2000

Dear friends,

We would like to thank you and your employees for the help in securing and realization of the professional internships for our students.

Our school strives to grant our students, during their three and half years of studies, the necessary skills and knowledge for their future profession. We are also aware of the importance of their opportunity at a suitable work place for their personal development. Obviously without your contribution we could not manage to fulfil the goals in educating practically finished, and well prepared professionals for the sphere of information services.

From our students' reports we assume, that their practice at your center was useful, and had good results. We hope, that the presence of our students was a good experience also for you, and therefore it can guarantee further cooperation.

Let me wish you a lot of success in your work.

Jan Machytka,
School Director

Professional consultations



ICN Services

ICN offers nonprofit organizations individual consultations in accounting, legal, tax, and with project consultant specialists. There are two types of consultations – standard, and special. The most common type – standard consultations – deal with questions like how to establish nonprofit organization, and how to write its statute, or deal with the basic legal requirements, single-entry, or double-entry accounting. Special consultations deal with contracts under the civil or commercial contract law, related business activities of nonprofit organizations, payroll administration, and expense accounts.

The questions most frequently answered by our legal consultants dealt with the founding procedures of all legal forms of nonprofit organizations, or the issues concerning the change of the statute or memorandum. The most frequently occurred accounting inquiries were concerned with the bookkeeping of the nonprofit organization, payroll and human resources administration, and taxes. During the year of 1999, by our clients' demand, we brought to life two further types of professional consultations – special tax, and project consulting.

- In 1999, there were 440 professional consultations provided (325 for Prague based organizations, 115 for those from outside of Prague), 301 consultations on legal issues, 122 on accounting and tax issues, 17 on project consulting
- Consultation booking by phone: 02/2482 8676
- Standard consultation rate: CZK 200 per hour
- 10% discount for ICN Club members

Contact person: Jana Ruxová.

Professional consultations were supported by Robert Bosch Foundation.

ICN CONSULTANTS

JUDr. Lenka Deverová	Legal issues
Ivan Fiala	Project consulting
Mgr. Jan Hloušek	Foundation law and further legislation for the nonprofit sector
Mrg. Miloslav Hnátek	Taxes for nonprofit organizations
JUDr. Karel Pešta	Founding and registration of foundations, income and donation taxes, related business activities, partnership or sponsorship contracts
Blažena Petrlíková	Single-entry and double-entry accountancy, employment and legal conditions, payroll and human resources administration, taxes, account balancing for both accounting systems
JUDr. Alena Strunová	Conflicts in the business sphere, employment and legal conditions, and laws for nonprofit organizations
Alena Velíková	Accounting, payroll administration for small organizations, social and health insurance

ICN Services

Educational Programs

The goal of our activities in 1999 was not only to improve the quality of our service, but also to increase the number of seminars offered. Whilst creating the educational program we took into account current trends in development of the nonprofit sector, as well as the wishes and suggestions of the participants. Thus the series of seminars, arranged by topics into separate modules, was created. Our goal was to make the participants acquainted with selected problems more in detail, and to enable them to follow up on previous seminars, and develop their own practical experience. The knowledge and skills gained through this training contributed not only to the professional, but also to the personal growth of the participants. Modular arrangements, due to its discounted price, were also an important motivation to sign on for the full module (the price of the full module was 20% lower than the total sum one would pay for separate seminars).

Modules available in 1999:

- Public presentations
- Management
- Legislation
- Fundraising
- PC course

Considerable interest in seminars arranged in the Fundraising module clearly showed the degree of importance profound knowledge of this activity means to nonprofit organizations. The project aimed at cooperation with Universities was conducted in parallel to the basic training program.

The Educational Department in 1999 was managed by Jolana Turnerová. The program was supported by NROS with PHARE funds, and Robert Bosch Foundation.



The participants of the seminar on communication.

BASIC EDUCATIONAL PROGRAM

The basic educational program was designed for employees of all types of nonprofit organizations. The seminars were arranged in two parts (February – June, September – December). 63 seminars were held in 1999 throughout the Czech Republic and were attended by a total of 997 participants. In comparison with the year 1998 the number of seminars was increased by 40,3%, and the number of participants by 20,6%.

Number of participants at seminars

Location	Number of seminars	Num. of participants
Praha	47	765
Český Krumlov	3	75
Hradec Králové	5	79
Olomouc	6	69
Brno	2	16
TOTAL	63	1004

Evaluation of seminars by the participants:

	1999	1998
Partly useful	13 %	14 %
Useful	87 %	85 %
Useless	0 %	1 %

COOPERATION WITH UNIVERSITIES

In 1998 ICN initiated cooperation with Universities, which continued also in 1999. The lectures on the nonprofit sector were held at the University of South Bohemia in České Budějovice, at the Pedagogical faculty in Hradec Králové, and at the University of West Bohemia in Plzeň. At the Charles University Institute of Fundamental Learning, ICN led the course The management of Nonprofit Organizations. These lectures were attended throughout the year by 60 students. In cooperation with other nonprofit organizations, ICN participated in the preparatory work for the accreditation of Bachelor' studies in the Civic Sector at the Charles University Institute of Fundamental Learning.

ICN Lecturers

Petr Babouček	Financial management of nonprofit organizations
František Čálek	Public relations
JUDr. Lenka Deverová	Legislation
Pavla Jandáková	Writing projects and grant applications
Mgr. Eva Joklová	Assertiveness training, communication
Radek Kolář	Management skills, fundraising
PhDr. Petr Kříž	Assertiveness training
Ing. Jana Ledvinová	Fundraising
PaeDr. Olga Medlíková	Public presentations
Blažena Petrlíková	Accounting
Ing. Marek Piech	Taxes in nonprofit sector
PhDr. Dana Rabiňáková	Management skills
PhDr. Oswald Schorm	Management skills
RNDr. Jana Vinšová	The Internet, work on PC



An overview of ICN publications in the previous years:

- 1998 Directory of Nonprofit Organizations
- 1998 Directory of Nonprofit Organizations in Electronic Format
- Guide to Nonprofit Law, Volumes I-II
- Basic Fundraising or How to Raise Money for Charitable Organizations
- 1997 Funding for Non-Governmental Nonprofit Organizations (A Compendium of Financial Resources)
- 1998 Funding for Non-Governmental Nonprofit Organizations (A Compendium of Financial Resources) – Update
- Cash Book for Nonprofit Organizations
- An English-Czech Glossary of Non-Profit Sector Terminology
- Foundations: Statute and Petition for Entry of Foundation into the Foundation Register. Master Copy
- Foundation Funds: Statute and Petition for Entry of Foundation Funds into the Foundation Register. Master Copy
- Public Benefit Corporation. Articles of Association and Petition for Entry of a Public Benefit Corporation into the Public Corporations Register. Master Copy
- Answers to Questions: The Nonprofit sector in the Czech Republic
- The Fifth Conference of Non-Governmental and Nonprofit Organizations in the Czech Republic, Prague, 1997
- 30 Days for Nonprofit Sector. A Collection of Documents 1998
- The Civic sector. Facts for Everyone
- Getting Your Voice Heard. An Introduction to Lobbying in the Czech Republic

ICN publications in 1999:

- 30 Days for the Civic Sector. A Collection of Documents 1999
- Hradec Králové Regional Directory of Nonprofit Organizations

Dear Mr. Šedivý,

We would like to thank you for your work in the ICN Training Department. This activity is for us, the nonprofit sector, very necessary, as we often apply the gained knowledge and skills in our work.

Once more we would like to thank you, and wish you a lot of satisfied “pupils”, as we were.

Zdeňka Konečná, Finance Manager, Zlín Charity
Karla Kaňová, Head of the Social Help Center

Zlín, November 25th, 1999

The Nonprofit Sector Monthly – Bulletin '99

The Nonprofit Sector Monthly is seven years old. Since edition of the number 10, it is published by the Information Center for Nonprofit Organizations, p. b. c. In 1999, eleven issues were published, including one double issue in Summer, each of 24 pages, with 1000 copies per month. The magazine is edited by Martin Kvítek.

The Bulletin is distributed not only to its subscribers, but also to Ministries, to Parliament, Senate, and Government members. It brings to its readers the information, which cannot be found to such an extent in any other periodical.

From 1998 the cover page shows documentary photographs of nonprofit organizations' activities and events. In cooperation with artists of the FEMINA group we have enriched the magazine by reproductions of fine art pieces, which has contributed to a better artistic image of the magazine.

Current columns correspond with the needs of nonprofit organizations, which can draw from the magazine a lot of useful information. The Bulletin consists of the methodical and theoretical parts, and of news.

- **Interviews** with nonprofit sector personalities (P. Novák – Fokus Praha, L. Horáková – Bohemia Corps, O. Velek, J. Stach – Partnership Foundation)
- **Reports** on nonprofit sector activities (Dobrá Voda by Březnice, Jičín Festival – Fairytale Town)
- **Current Theme** (Financing the NGOs, Donations Tax Exemption, Tax Controlling in NGO etc.)
- **Finance and Legal Service** (Nonprofit Organizations and Tradesman's License, Corrective Means, Change of Statute of Civic Association)
- **“When you say Nonprofit Organization...”** (e.g. with: Jiří Pehe, Karel Schwarzenberg, Stanislav Novotný, Ivan Havlíček). This column alternates with **“How are the clubs...”**
- **“Your Finances”** – the column on financial resources for nonprofit organizations
- **Surveys on grants and study programs abroad** – in cooperation with Academic Information Center, Brno
- **Training and Education**
- **Information on coming NGO events and activities**
- **“In a word”** – annotations of articles dealing with nonprofit sector
- **“Job Fair”** – offers job opportunities in nonprofit sector

Four paged Regional Supplement was first published in Number 11/1999 on the South Bohemia, in Number 12 on the Central Moravia.

Contact person: Martin Kvítek.

Program was supported by NROS with PHARE funds.



ICN Regional Program



The basic goal of the ICN Regional Program, which was started in the fall of 1995, was to make ICN services available in all Czech Republic regions, to support communication among nonprofit organizations, and to help build the partnerships between the civic and state sector in the individual locations.

Preparation of the Czech Republic for accession to the European Union, public administration reform, and the change in regional administration units, called for more information on the regional development, especially requested by nonprofit organizations. Therefore, ICN started in 1999 its partnership with the Ministry of Regional Development of the Czech Republic, and with the Regional Development Center. Information material dealing with these current issues are gathered and processed at ICN, and further distributed.

The ICN Regional Program in 1999 was implemented in two ways: by close cooperation with the ICN Regional Information Centers, and by furthering the cooperation with public libraries.



Cooperation with Public Libraries

The network of partnering libraries is at present linking 41 Public Libraries, out of which 37 are District or Municipal Libraries, and 4 are National Research Libraries. The network is fairly evenly spread throughout the Czech Republic; the districts with no ICN contact place are always adjoining the districts, where cooperation already exists. There is a higher density of contact places in the districts located further from Prague and with the worst transport infrastructure and communication.

In all participating libraries, the visitors will find information on the nonprofit sector and all ICN publications. The libraries regularly receive The Nonprofit Sector Monthly – ICN Bulletin, ICN Club Information Service, and other materials, either purchased by, or donated to ICN. Visitors interested in the nonprofit sector will not only find documents, but will also receive advice and assistance from the library staff member, who are assigned to the NGO sector service.

In 1999, we managed to prepare better facilities to secure the informational needs of nonprofit organizations in North and North-West of Bohemia. In the network of participating libraries, we have linked The National Research Library, Ústí nad Labem and The Municipal Library, Česká Lípa. The need for intensified services for nonprofits in the region and the possibilities of the libraries in this sphere were discussed with all participating libraries in the district of Ústí nad Labem. We have also prepared the conditions for establishing the ICN regional coordination center in K. H. Mácha District Library in Litoměřice.

ICN Regional Program

In 1999, as well as in previous years, ICN supported efforts for mapping nonprofit organizations in the individual districts. The mapping, as the preparatory work for the regional directory publications, was carried out by the District Library in Přerov, Masaryk Public Library in Vsetín, and the National Research Library Kladno. Most of the libraries, who published the regional directories in recent years, also updated their NGO databases (e.g. Municipal Library, Mladá Boleslav), or published an updated regional directory (e.g. Municipal Library, Chrudim). The mapping of the non-governmental nonprofit sector in the district of Ústí nad Labem was undertaken not just by the libraries, but also by the Ore Mountains Initiative (the civic organization aimed at cultural and environmental development of Ore Mountains), located in the Most District.

Most of the participating libraries have joined in the campaign “30 Days for the Civic Sector”, for example, by publishing articles in the regional press, in some cases even by a series of articles, by broadcasting on regional radio stations, by organizing open door days for nonprofits, or by arranging exhibitions and billboards in the library. Some of the libraries participated also in joint regional exhibitions on nonprofit organizations, e.g. Kroměříž, Litoměřice.

Apart from these activities the libraries organized, jointly with ICN, meetings of nonprofit organizations' representatives of their district aimed at their meeting and the mapping of the needs of nonprofits (Havířov, Cheb, Náchod, Šumperk, Třebíč). The program of meetings was created out of the needs and wishes of participating organizations, as for example the second meeting of NGOs organized by the Regional Library in Přerov. Regular meetings of nonprofits are organized, or coordinated, by K. H. Mácha District Library in Litoměřice, Municipal Library in Mladá Boleslav, and District Library in Tábor.

Our activities are not limited only to libraries directly participating in generating services for nonprofit organizations. At the beginning of 1999, ICN, in cooperation with the South Bohemian branch of SKIP (The Union of Librarians and Informational Workers), organized the seminar “Communication in Libraries”. The Adult Department employees of the Public Libraries, apart from “effective communication” training, including the dealing with the conflict situations and difficult individuals, have learned about ICN programs, and the availability of services for the nonprofit sector in their region.

ICN REGIONAL OFFICE KROMĚŘÍŽ

Contact person:	Soňa Bosáková
Address:	ICN Regional Office at the Kroměříž Regional Library Slovanské nám. 3920, 767 01 Kroměříž
Tel.	0634/330 119
E-mail	bosakova@knihkm.cz

Kroměříž Regional Library occupies a special position in the network of participating libraries. It was among the first, who entered into a partnership with ICN, and under its methodical leadership mapped nonprofit organizations in the region and published the regional directory. As a result of these activities and the cooperation with the regional media, as well as personal contacts with the representatives of nonprofit organizations, the NGO services in the library became well known and often used by the nonprofits. From the fall of 1998, the ICN regional office in this library is managed by a part-time employee, who provides the service and relevant information for nonprofits not only in the Kroměříž district.

ICN Regional Program

At this office we have tested the possibility of transforming the current provision of information through the participating libraries into a model reflecting HTRA (the Higher-Tier Regional Administration Units). We have managed as well to enhance the quality of provided services in all participating districts of the future Zlín region territory. At the same time, the activities of the participating libraries linked with the nonprofit organizations were monitored. The database of the nonprofit organizations of Kroměříž district was updated, and in October 1999, the second updated version of the Directory of Non-governmental Nonprofit Organizations of Kroměříž District was published. The employee of this office started also to elaborate the databases of the nonprofit organizations of Vsetín, Zlín, and Uherské Hradiště districts. New and rich contacts with the state and civic administration were made within, as well as outside of, the framework of Kroměříž district (for example with district and municipal administration officers, employment officers, and town mayors). The staff member of the ICN Regional Office at the Kroměříž Regional Library received training in fundraising and writing grant applications. Thus as from July 1999, direct help to the nonprofit organizations was assured also in these spheres. As from the fall of 1999, ICN office in Kroměříž in cooperation with the Municipal Office, Regional Library, Unemployment Office, and with the support of Bohemia Corps, implements a project, linking up unemployed graduates with volunteer work for nonprofit organizations in Kroměříž.

During 1999, the ICN office at Kroměříž Regional Library was visited by 144 visitors.

Addresses and Contacts of Cooperating Libraries

Brno Knihovna J. Mahena, Zelný trh 13, 601 50 Brno, Dr. Alena Šabatová, 05/42 21 26 70	Jablonec nad Nisou Městská knihovna, Dolní nám. 1, 466 56 Jablonec nad Nisou, Marie Posltová, 0428/31 09 51
Česká Lípa Městská knihovna, nám. T.G.Masaryka 170, 470 01 Česká Lípa, Zdeňka Stromková, 0425/823 283	Jičín Městská knihovna, Denisova 400, 506 01 Jičín, Dana Michlová, Iva Janošková 0433/532 833
České Budějovice Státní vědecká knihovna, Lidická 1, 370 09 České Budějovice, Mgr. Jan Mareš, 038/6352 863	Jihlava Městská knihovna, Masarykovo nám. 64, 586 01 Jihlava, Jindřiška Fabryová, 066/7301 427
Děčín Městská knihovna, Raisova 3, 406 55 Děčín, Hana Štěpánková, 0412/53 09 76	Jindřichův Hradec Městská knihovna, Štítného 124/I, 377 01 Jindřichův Hradec, Olga Hánová, 0331/36 15 73
Havířov-Podlesí Městská knihovna, Šrámkova 2, 736 01 Havířov, Libuše Poliačková, 069/641 13 37	Karlovy Vary Knihovna okresu Karlovy Vary, I. P. Pavlova 7, 360 87 Karlovy Vary, Jaroslava Budíková, 017/322 40 34
Havlíčkův Brod Okresní knihovna, Havlíčkovo nám. 87, 580 01 Havlíčkův Brod, Eva Benáková, 0451/233 53	Kladno Státní vědecká knihovna, Infocentrum, Gen. Klapálka 1641, 272 80 Kladno, Eva Šenfeldová, 0312/62 83 29
Hradec Králové RICN při Okr. k., Tomkova 177, 500 32 Hradec Králové, Jarmila Benýšková, 049/551 45 21-3	Klatovy Městská knihovna, nám. Míru 170, 339 01 Klatovy, Milena Hálková, 0186/231 15
Cheb Okresní knihovna, Obrněné brigády 18, 350 37 Cheb, Marie Mudrová, 0166/42 23 68-9	Kroměříž Knihovna Kroměřížska, Slovanské nám. 3920, 767 01 Kroměříž, Soňa Bosáková, 0634/33 01 19
Chomutov Střed. knihov. a kultur. služeb, Palackého 4994, 430 01 Chomutov, Kam. Trubačová, 0396/651 250	Liberec Státní vědecká knihovna, Nám. Dr. Beneše 23, 460 53 Liberec, Pavlína Dlouhá, 048/271 00 37
Chrudim Městská knihovna, Filištínská 36, 537 49 Chrudim, Jana Gregorová, 0455/62 02 23	Litoměřice Okresní knih. K. H. Máchy, Mírové nám. 26, 412 01 Litoměřice, Eva Mrňáková, 0416/73 24 53

ICN Regional Program

Louny

Městská knihovna, Husova 2832, 440 01 Louny,
Věra Pokorná, 0395/653 491

Mladá Boleslav

Knihovna města Mladá Boleslav, V. Klementa 1229,
293 23 Ml. Boleslav, Květa Lachmanová, 0326/221 73

Most

Okresní knihovna, Moskevská ul. 12, 434 21 Most,
Lenka Glůcková, 035/237 87

Náchod

Městská knihovna, Kamenice 105, 547 01 Náchod,
Ivana Votavová, 0441/423 338

Olomouc

RICN při Okresní k., Nám. Republiky 1, 771 66
Olomouc, Anna Vitásková, 068/5231 840

Opava

Okresní knihovna Petra Bezruče, Nádražní okruh 27,
746 78 Opava, Naděžda Procházková, 0653/21 40 05

Ostrava

Knihovna města Ostravy, 28. října 2, 702 00 Ostrava,
Naděžda Pravdová, 069/21 49 27

Pardubice

Okresní knihovna, Pernštýnské nám. 77, 530 94
Pardubice, Lenka Šilarová, 040/51 45 69

Pelhřimov

Městská knihovna – kulturní středisko, Palackého 48,
393 11 Pelhřimov, Martina Šmídová, 0366/210 48

Plzeň

Knihovna města Plzně, ul. B. Smetany 13, 305 94
Plzeň, Dr. Jana Hájková, 019/722 55 57

Prachatice

Okresní knihovna, Husova 71, 383 01 Prachatice,
Olga Seberová, 0338/312 002

Prostějov

Městská knihovna, Skálovo nám. 6, 797 33 Prostějov,
Ivana Hurdová, Mírka Vyroubalová, 0508/250 12

Přerov

Okresní knihovna, Žerotínovo nám. 36, 750 00
Přerov, Dagmar Trochtová, 0641/21 77 61

Rokycany

Městská knihovna, Masarykovo nám. 83, 337 01
Rokycany, Anna Vitáčková, 0181/722 401

Strakonice

RICN při Šmidingerově knih., Zámek 1, 386 01
Strakonice, Dana Martinovičová, 0342/323 021

Šumperk

Městská knihovna, 17. listopadu 6, 787 01 Šumperk,
Kamila Šeligová, 0649/21 45 88

Tábor

Okresní knihovna, Jiráskova 1775, 390 01 Tábor,
Hana Pfeiferová, 0361/25 27 50

Teplice

Okresní knihovna, Lípová 13, 415 01 Teplice,
Eva Reifová, 0417/272 85

Třebíč

Městská knihovna, Hasskova 2, 674 01 Třebíč,
Marie Dočkalová, 0618/213 41

Ústí nad Labem

Státní věd. knihovna, Velká Hradební 49, 401 34
Ústí nad Labem, Pavlína Dvořáková, 047/5220 811

Ústí nad Orlicí

Městská knihovna, Příkopy 376, 562 01 Ústí nad
Orlicí, Dr. Kalousková, 0465/52 11 68

Vsetín

Masarykova veřejná knihovna, Svárov 714, 755 01
Vsetín, Marie Pokorná, 0657/61 21 43

Vyškov

Knihovna K. Dvořáčka, Nádražní 1, 682 01 Vyškov,
Anna Němečková, Míros. Adamcová 0507/223 24

Zlín

Knihovna Fr. Bartoše, tř. Tomáše Bati 204, 761 60
Zlín, Saša Šumpelová, 067/381 64

Znojmo

Městská knihovna, Zámečnická 9, 669 26 Znojmo,
Zdenka Falcová, 0624/22 43 46



ICN Regional Centers and
Cooperating Libraries

ICN Regional Program



ICN Regional Centers

The ICN Regional Centers Project came into its third year of existence in 1999. The network of ICN regional centers began its development in 1997 as a “follow up” of an already existing project of ICN's cooperation with public libraries. Thus ICN is making the effort to get beyond Prague and Central Bohemia regions to provide services directly in specific places and to respond better to the specific local conditions. The regional centers make available not only publications and other material containing the information on the nonprofit sector in the Czech Republic, but they also map the local financial resources for nonprofits, and build their own databases of local nonprofit organizations. NGO directories in printed form of Hradec Králové and Strakonice regions were published in 1999.

The staff of the ICN Regional Centers in cooperation with the ICN Educational Department organizes seminars and training directly in the regions. According to demand, they facilitate professional consultations on legislation and accounting for nonprofit organizations, run by local consultants. Nonprofit organizations can become members of the ICN Club, and receive current information by the regular Information service through the ICN Regional Centers.

In 1999, the ICN Regional Centers were active in the process of the preparation of the Czech Republic to join the European Union. Two of our Regional Officers, Ing. Leona Valovičová from the Olomouc center (representing the Pre-Accession Aid and Structural Funds Pilot Program in the Haná micro-region), and Ondřej Šmíd from Hradec Králové center (representing NUTS II – North-East) were elected the members of the Regional Steering and Monitoring Committee as representatives of nonprofit organizations.

The ICN Regional Centers, as a part of their program, support the cooperation of all three sectors of the society. Within the framework of their regional projects they address the local civic and state administrators, as well as the representatives of the private sector. In the locations, where the universities are functioning, a cooperation with them was established, and the offer of study courses was enlarged by a seminar dealing with nonprofit sector issues.

ICN REGIONAL CENTER OLOMOUC

Established: April 1st, 1997
Contact person: Ing. Leona Valovičová

The oldest ICN Regional Center in 1999 joined in the activities connected with the preparation of the Czech Republic accession to the European Union. The staff member of the Center was elected the representative of the nonprofit organizations to the Regional Monitoring Committee of the Pre-Accession Aid and Structural Funds Pilot Program in the Haná micro-region. Information about this process is further mediated by Ing. Valovičová not only to the nonprofit organizations in the region, but also to other institutions, like the self and state administration offices.

ICN Regional Program

The Center continued in its partnership with the Olomouc Coalition of Nonprofit organizations (OKNO), though its activities spread further beyond the region's borders. In the Central and South Moravian territory it maintains contacts with public libraries cooperating with ICN, and is compiling a survey about the activities of nonprofit organizations in this region.

Among the standard services of the Regional Center is the provision of a basic information service for nonprofit organizations, including the compendium of financial resources enlarged by local sources. The Directory of Nonprofit Organizations of the Olomouc district, which the regional center published in 1998, is currently being updated and enlarged by the data from Prostějov district.

During the last year, in cooperation with ICN's Educational Department, the Regional Center provided 5 seminars for nonprofit organizations' employees. At the beginning of 1999, it also actively participated in the coordination of the Central Moravian part of the campaign "30 Days for the Civic Sector", and by the end of the year it had started preparatory work for the third year of this campaign. The Center's officer has also helped to prepare the regional supplement of the ICN Bulletin dealing with Central Moravia.

In 1999, the Center was visited by 171 clients, and 176 inquires were answered by phone.

ICN REGIONAL CENTER STRAKONICE AT ŠMIDINGER LIBRARY

Established: June 1st, 1998
Contact persons: Andrea Karlovcová, Dana Martinovičová

There was a change in the contact person in the Strakonice Center during October 1999. Dana Martinovičová succeeded Andrea Karlovcová, the Founder of the Center and its Head for more than one year.

During 1999, the ICN Regional Center in Strakonice focused mainly on the preparation and realization of the Directory, mapping the nonprofit sector in the region. This Directory, which was introduced during the Week for Libraries in October 1999, enlists 51 entries on nonprofit organizations active on the territory of Strakonice district. In 1999, the Center took an active part in the campaign "30 Days for the Civic Sector". Apart from other events, it prepared and evaluated the public inquiry "What Children Know about Nonprofit Sector". In the course of the preparation of this campaign for year 2000, our new staff member renewed contacts with the local press, and at personal meetings with the NGO representatives negotiated possible events of the coming campaign.

ICN REGIONAL CENTER HRADEC KRÁLOVÉ

Established: September 1st, 1998
Contact person: Ondřej Šmíd

The ICN Regional Center in Hradec Králové, as part of the campaign "30 Days for the Civic Sector", became a co-organizer of the Day for Nonprofit Organizations. As part of this event on October 20th 1999, the Regional Conference of Hradec Králové nonprofits was held, as well as an exhibition of nonprofit organizations, and the NGO ball. During this first meeting of local NGOs the idea of forming the community coalition came to its

ICN Regional Program

birth. It was actually launched in May 1999 under the name of Hradec Coalition of Non-profit Organizations (HRKNO).

During the discussion forum “Education as an Open System and the Role of NGO in the Society”, the cooperation with the Institute of Philosophy and Social Science was started, in which ICN later continued by participating in preparation of the information brochure of the Pedagogical Faculty, and by arranging a series of seminars on the nonprofit issues for students of this faculty.

Ondřej Šmíd was in April 1999 elected representative of the nonprofit organizations for the Regional Steering and Monitoring Committee for NUTS II – North-East, and ensured the participation of nonprofit organizations in the discussion over documents necessary for the Czech Republic's accession to the European Union.

The brochure “What to do, when...”, presenting the Directory of Social and Health Services, was published in cooperation with the Senator's Office of Doc. MUDr. Karel Barták. The other publication will be focused on the prevention of child and youth criminality, and will follow up the activities of the project supported by the Hradec Králové Municipal Office in 1998. In September 1999, in cooperation with the Civil Advisory Bureau, the Regional Center published the “Directory of Non-governmental Nonprofit Organizations of Hradec Králové Region” with a total of 225 entries.

ICN REGIONAL CENTER ČESKÝ KRUMLOV

Established: December 1st, 1998
Contact person: Simona Jiskrová

The ICN Regional Center in Český Krumlov formed the background for the project “Strengthening Civil Society Development in the Regions of the Czech Republic”. It served not only as the information center for the needs of nonprofit organizations in Český Krumlov, but also as the mediator between local businesses, and various institutions of the state and civic administration. The Center has broadened its reach into the district of České Budějovice, where it cooperates with the Free Association of Nonprofit Organizations.

The Center has joined together in building the Official Information System (OIS) for Český Krumlov, and has become the guarantor of its Web pages on the civic sector in this region.

One of the largest events, supported and co-organized by the Center, was the seminar discussion on the strategic plan of the town development of Český Krumlov, entitled “Points of Intersection”. The Center took also an active part in arguing over this strategic plan, and entered negotiations with the regional development agency RERA, České Budějovice. The Center, in cooperation with ICN, rendered during the year 6 educational seminars.

The first regional supplement of the ICN Bulletin was dedicated to South Bohemia, and was prepared by the Český Krumlov Regional Center together with another ICN Regional Center, functioning at Šmidinger library, Strakonice. Although the ICN Regional Center in Český Krumlov was established shortly before the opening of the second year of the campaign “30 Days for the Civic Sector”, it coordinated its local part as well as the final ceremony. In the fall of the year, it took an active part in the preparation of the third year of the campaign. The Center was visited by 31 clients, dealt with 94 telephone and 42 written inquires.

Furthering Civil Society Development



ICN Projects

The project aimed to help nonprofit organizations in Český Krumlov and Hradec Králové to establish better communication amongst themselves, and with the public administration, entered in 1999 in its second half. Nonprofit organizations in both regions went through a number of training sessions, chosen by themselves according to their specific needs. Apart from fundraising, public relations, planning, and work with volunteers, they learned how to write project and grant applications. As in the first year of the project, also in this year they had a chance to meet British lecturers to consult their work problems, and to share experience, which is surely profitable for both sides.

In May 1999 eight representatives of the nonprofit sector and the state sector of the Czech Republic visited nonprofit organizations in Great Britain. They had an opportunity to get acquainted with their colleagues' work in Ipswich, Suffolk, East Sussex, Lewis, Eastborn, Seaford, and Newhaven. It is possible to summarize their experience from this study visit as follows: The English deal with similar problems, financial ones are not excluded, but in course of the time, they have collected a lot of experience, which can help us, although in the modified form, show the direction of problem solving in our "Czech" conditions.

The goal of this project is, apart from the education of the nonprofit organizations, to establish associations, coalitions, or free associations, which in this form can have a stronger voice in pursuing their interests at local level. Because this project is realized in two absolutely different towns, as to size and location, as well as of a different historical background and its concept of the future, the results of our efforts in both towns are different, too. While in Hradec Králové the coalition with a clear structure was formed, in Český Krumlov the coordinator became the mediator between the public administration and nonprofit organizations. He strives, for example, to draw the Český Krumlov Strategic Plan nearer to the nonprofit organizations, and to enable their participation in the planning process.

Only a few months remain till the end of this project, and our task is, apart from the in-depth evaluation and the publication on our work in the regions, to initiate similar activities also in the neighboring regions, aiming at associating and cooperation of nonprofit organizations, as introduced in Hradec Králové and Český Krumlov.

This project is financed by EU – Phare Democracy Program, Sasakawa Peace Foundation and by an Anonymous sponsor.

ICN Projects

Program in Support of the Social and Civic Initiatives

This program is financed by the Robert Bosch Foundation and implemented in the Czech Republic through ICN. The Robert Bosch Foundation was established in 1964, to continue the philanthropic efforts of the German industrialist Robert Bosch (1861–1942). Up to this day the Foundation has invested over 760 millions of DM on support programs and projects in the sphere of health and social care, understanding between nations, humanitarian aid, children and youth education, support of the arts and culture, as well as the humanities, natural and social sciences.

One of the programs of the Robert Bosch Foundation is the program “Social and Civic Initiatives in Europe – Meeting and Cooperation of Civic Groups”. Apart from Germany it is from 1999 administrated also by ICN, which offered its resources. The Program mediates grants for the projects, by which the Czech-German partnership is intensified. The goals of this program are meetings, exchange of experience and concrete cooperation amongst the civic groups in Germany, Middle and Eastern Europe. It is intended above all for associations and clubs engaged in the sphere of public benefit and social charity. This is why most applications are delivered from mother centers, parents' unions, senior clubs, nonprofit organizations working with disabled people, children and youth initiatives, women's movements, and others. The goal of the program is, apart from anything else, to contribute to the European Union, and to raise public awareness of the civic/nonprofit sector.



The Prague Mothers' Club “Balón” together with the German partner initiative “Familieninitiative Pirna” is making wooden toys for children.

The program coordinators render counseling for civic initiatives, maintain the database of Czech and German civic initiatives focused on the social and charity work, help them find suitable foreign partners, follow up on individual projects, and for those who received a grant they prepare weekend seminars, workshops, and project meetings. The complementary program is an integral part of the Robert Bosch Foundation's grant policy, which enables nonprofit organizations not only to gain money for a specific project, but also to get further education, and learn how to do their activities better, and more effectively.

The program in the past supported, for example, these activities:

- Meetings of single mothers with children, and support of women's clubs
- Meetings of parents of disabled children, accompanied by a travelling exhibition
- Mothers' creative workshop of art techniques
- Meetings of parents aimed at the building of the garden and the playground for children
- The meetings of the “border” families and of the seniors
- Research of folk traditions in the Ore Mountain Territory
- Intensive training for volunteer assistants of disabled people
- Summer camp for Scouts
- Seniors' day meeting
- Furnishing and equipment for the neighbor' s center for meetings of the between-generation groups, etc.

The program director Eržika Frinková provides information regarding the project and eligibility for its grants. Information and materials can also be sent by e-mail. Grant applications are submitted in Czech, and also in English or German.

Contact person: Eržika Frinková; the Program is supported by the Robert Bosch Foundation.

“30 days for the Civic Sector”

“Grassroots Initiatives and the State, the Beneficial Partnership for All” was the topic of the nationwide information campaign in 1999, the second year of the event. Targeted primarily at the general public in CR, 215 civic organizations prepared 356 events, which were monitored by the ICN coordination group in the campaign's database. However, the regional reports informed, that there were even more organizations and events presented within the framework of this campaign. A wide range of events (open doors days, exhibitions, benefit concerts, round table discussions and forums, often prepared as joint events by several organizations) was supported by a vast media campaign produced by Grey Agency Prague, and Mediacom, using billboards, posters, advertisements, press, TV and Radio coverage.

The Honorary Committee, responsible for this years' campaign, was composed of representatives of well known foundations (Czechoslovak Foundation of Charter 77, Donors' Forum, ICN, People in Need Foundation, Dagmar and Václav Havel Foundation – Vision 97, Partnership Foundation, Via Foundation, Civic Society Development Foundation – NROS, Open Society Fund, Goodwill Committee – Olga Havel Foundation). The campaign was organized by 11 regional centers, located at different places in the Czech Republic, and supported by

ICN Projects

other cooperating organizations and individuals. A new Advisory Committee was set up, composed of outstanding personalities of public life, who were to enhance the promotion of the campaign (Petra Buzková – Vice Chairwoman of PS PČR, Tomáš Halík – President of the Czech Christian Academy, Ivan Havlíček – Vice Chairman of the Senate, Hana Frišten-
ská – Government Office Secretary of the Council for Nonprofit Organizations, Vladimír Mlynář – MP, Jaroslava Moserová – Senator).

The campaign was opened by a press conference in the premises of Radio Free Europe/Radio Liberty, moderated by Lída Rakušanová, followed by a reception in Prague Castle Ball Room with 280 guests, and opened by Dagmar Havlová. The top event of the campaign was, without any doubt, the international discussion forum “Grassroots Initiatives and the State, Beneficial Partnership for All” held at the Prague Municipal Library on February 26 under the auspices of President Václav Havel, who opened the meeting together with Richard von Weizsäcker, the former president of the Federal Republic of Germany. Three hundred participants from the Czech Republic and abroad followed three main discussion topics: Quality of Living Conditions, Democratic Standards, and Richness of Life. The discussion forum was organized by ICN, Patriae Foundation, RFE/RL and the Prague Town hall. (For detailed information on the event and the whole campaign see ICN publication “30 Days for the Civic Sector”, 1999 Report).

The campaign was concluded by the press conference on March 2, moderated again by Lída Rakušanová, where the impact of the campaign was discussed. The results of the media monitoring, presented by the Newton IT, brought astonishing data. During the period of February 1- 28, 1999 it covered 3258 entries consisting of press articles, radio and TV programs, including special programs, as well as brief information and jingles. However all this illustrates the progress in public awareness, and the improvement of the communication in general, we realize there is still a long way to go to be fully satisfied. Therefore the preparation work begun for the new campaign 2000 at the fall of the year 1999 by the NGO evaluation meeting. The campaign was supported, apart from the sponsors and cooperators whom we thank at the closure of our Annual Report, also by dozens of daily and weekly papers and journals, by radio and television stations, regional entrepreneurs and organizations, local state and self administration officers, to all of whom belong our thanks, too.



*The Opening Press Conference held
in the premises of Radio Free Europe/Radio
Liberty.*

International Network ORPHEUS

ORPHEUS consists of similarly oriented centers from the whole of Europe. From the beginning of its activities, ICN strove to employ its contacts to enable the Czech Republic to make full use of the knowledge and skills exercised elsewhere in the world. In contradiction, during the last years ICN has become the source of information and experience for our Eastern neighbors.

The Exchange Study Visit of the Czech and Estonian Journalists

The main goal of this exchange was to overcome the bilateral information vacuum about the development of the civil society in both countries. This exchange, prepared by Alena Kobylková of ICN in cooperation with the Open Estonia Foundation and Training Center Pro Patria, was realized from June 20th to 27th, 1999. There were ten participating journalists on the Czech side, who wrote about the nonprofit sector and civil society issues. The program consisted of a number of meetings with representatives of non-governmental nonprofit organizations, state institutions and administration, as well as with business and academic representatives. As a result there were a series of articles published in the Czech press, and on the Internet during the Autumn 1999, as well as the 55 minute broadcast on the Radio Free Europe/Radio Liberty, and short jingles in the TV magazines, and other publicist programs.

The Program was supported by: Open Society Foundation, Open Estonia Foundation.

Working Visit of Civic Initiatives to Germany

Eržika Frinková and Prima Club Barborka, Kutná Hora, visited in January 1999 the outskirts of Berlin. This visit focused on the social help services in parts of the city with the highest unemployment rate, that awake the most extensive social needs. The group visited Computer Center for Women (providing re-qualification and thus giving the women the better chance to find a new employment), Advisory Center for the Unemployed (providing the psychological and material help), Community House (running the free of charge second-hand shop for the socially handicapped families, employing the unemployed in the dressmaker's, operating the hazard-youth computer center, table games center, children art workshop, free time children clubs, Christian unions, etc.), Women Center Courage (helping the integration of refugees from all over the world).

This visit was supported by the Robert Bosch Foundation.

Other ICN International Contacts

In 1999 we had visitors from twelve foreign countries: USA, Canada, Ireland, Germany, Slovakia, Hungary, Rumania, Latvia, Georgia, Estonia, Ukraine, and Russia.

ICN's Finances



ICN FOUNDATION STATEMENT (1.1.1999 – 31.12.1999)

Income	CZK
Revenue from products and services	435 775
Other operating revenue	184 264
Revenue from advertising	9 000
Interest received	200 455
Exchange rate gains	104 512
Grants received	13 605 876
Contributions from individuals	12 800
Other revenue	1 394
Total Income	14 554 077

Costs

Materials

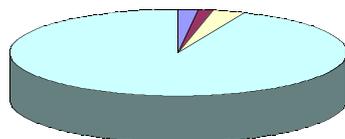
Consumption of material	272 511
Office supplies	144 577
Publicity materials	452
Small tangible fixed assets, 1000-4000 CZK	286 069
Total Costs of Materials	703 609

Services

Photocopying, printing repairs and maintenance	161 689
Travel expenses	21 187
Representation expenses	523 470
Representation expenses	162 144
Rent	1 038 122
Fax, telephone	568 372
Postage	151 716
Publicity	97 014

Training, courses, seminars	467 837
Other services (coordinators, rent of training space)	1 112 325
Economic services	317 050
Lecturers, translators	1 760 067
Publishing services	1 366 614
Accommodation services	130 809
Mass mailing	32 613
Total Services	7 919 638
Personnel Costs	
Wages - employees	2 101 328
Wages - re-invoiced	129 764
Wages - contracted work	358 606
Social insurance - employer	585 787
Health insurance - employer	203 565
Other social costs	102 453
Obligatory insurance, Act No. 125/93 Coll.	6 534
Total Personnel Costs	3 488 037
Other Financial Costs	
Indirect taxes and fees	9 670
Depreciation of tangible and intang. fixed assets	155 977
Balance depreciation of tang./intang. fixed assets of ICN o.p.s.	414 823
Other financial costs	224
Fines and penalties	177
Shortages and losses	11 249
Interest paid	180
Bank charges	71 584
Exchange rate losses	60 903
Adjusted items accounts	7 843
Other costs	13 617
Extraordinary costs	20 000
Contributions to organizations	3 383 081
Total Other Financial Costs	4 149 328
Total Costs	16 260 612

REVENUE STRUCTURE



ICN products and services revenue	3,06%
Grants received	93,48%
Interest received	1,38%
Other revenue	1,99%
Donations	0,09%
	100%

STRUCTURE OF THE COSTS



Information services	22,12%
Educational programs	8,89%
Publications	5,45%
Public Relations, Fundraising	3,11%
International projects	28,69%
PR campaign	15,11%
Legislation project	1,02%
Projects overheads	7,75%
Depreciation of tangible and intangible assets	35,1%
ICN Foundation overheads	1,18%
Contributions to organizations	3,17%
	100%

ICN FOUNDATION BALANCE SHEET

Assets	(in thousands of CZK)
Fixed Assets	
Intangible fixed assets	77
Adjustments to intangible fixed assets	-77
Tangible fixed assets	1 471
Adjustments to tangible fixed assets	-1 281
Other financial investments	5 169
Total Fixed Assets	5 359
Current Assets	
Trade receivables	126
Income tax	32
Employees receivables	10

Bank accounts and cash	3 606
Deferred income	163
Total Current Assets	3 937
Total Assets	9 296

Liabilities

Own Capital

Registered capital	8 010
Funds	2 617
Net income for 1999	-1 707
Total Own Capital	8 920

External Sources

Trade payables	279
Payables to employees	2
Other payables to employees	47
Payables to social and health insurance	17
Other direct taxes	7
VAT	9
Deferred expenditure	5
Deferred income	10
Exchange rate liabilities	0
Total External Sources	376
Total Liabilities	9 296

COSTS ACCORDING TO INDIVIDUAL PROJECTS (1.1.1999 – 31.12.1999)

ICN Permanent Services	CZK
Information Services	
Information services and library	877 278
Cooperation with the Regions	2 404 779
Professional Consultations	185 212
ICN Club	130 326
Total Information Services	3 597 595
Total Educational Programs	1 445 901
Total Publications	886 212
Total Public Relations, Fundraising	505 629
Total ICN Permanent Services	6 435 337

ICN Projects

International Projects

Estonia	15 029
SCODem II	3 600 672
Bosch	916 050
Lobbying	133 358
Total International Projects	4 665 110
Total PR Campaign 99	2 456 798
Legislation for the Nonprofit Sector	166 448
Total ICN Projects	7 288 356

Overheads for Services and Projects

Consumption of materials	22 947
--------------------------	--------

Office supplies	11 629
Publicity	452
Photocopying	380
Repairs and maintenance	788
Travel expenses	2 108
Refreshments	12 808
Rent	123 977
Fax, telephone	152 995
Postage	3 182
Publicity	4 644
Training, courses, seminars	9 300
Other services	3 512
Economic services	288 700
Lecturers, translators, coordinators	3 500
Wages of employees incl. insurance	378 343
Contracts	131 210
Obligatory insurance, Act No. 125/93 Coll.6	534
Indirect taxes and fees	0
Shortages and losses	11 249
Interest paid	180
Bank charges	31 014
Other costs	13 492
Exchange rate losses	26 967
Extraordinary costs	20 000
Total Overheads of Services and ICN Projects	1 259 912
Total Depreciation of Tan., Intang. Fixed Assets	570 799
Contributions to Organizations	515 000
ICN Foundation Overheads	191 209
Total ICN Costs	16 260 612

ICN Foundation

AUDITOR'S STATEMENT FOR THE ANNUAL REPORT

Statement without reservation

On the basis of the audit of the financial results we confirm that the financial statements of the foundation ICN Foundation as of December 31, 1999 truthfully reflect the state of the assets, liabilities, capital and net income in all significant respects and in accordance with current laws and accounting regulations.

Without expressing the statement with reservation we draw the attention to the fact, that ICN Foundation assured the realization of the activities, which were during the year transferred to the public benefit corporation. Information Center for Nonprofit Organizations, public benefit corporation, was registered by the Regional Court on April 22, 1999. ICN Foundation's Board of Directors decided to transfer the currently running activities on June 16, 1999.


Ing. Pavel Šrámek
člen představenstva
EKMA FIN, a.s.




Ing. Josef Růžička
auditor, dekret číslo 1562

ICN's Finances



ICN, p.b.c. STATEMENT (22.4.- 31.12.1999)

Income

Revenue from services	485 777
Revenue from advertising	6 600
Revenue from products	59 944
Interest received	12 690
Exchange rate gains	1 818
Operating revenues donated by organizations	3 100 144
Operating revenues donated by individuals	21 000
Total Income	3 687 973

Costs

Materials

Consumption of material	117 377
Office supplies	66 775
Small tangible fixed assets (1,000-4,000 CZK)	46 973
Total Cost of Materials	231 125

Services

Consumed electricity	13 568
Products sold	34 182
Repairs and maintenance	107 536
Travel expenses	206 450
Representation costs, refreshments	42 401
Photocopying	53 930
Rent	162 183

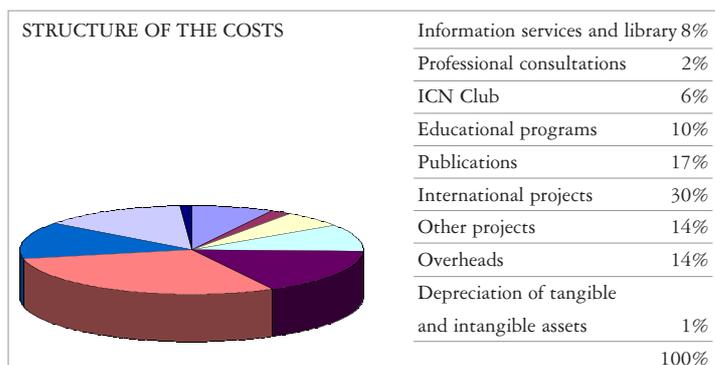
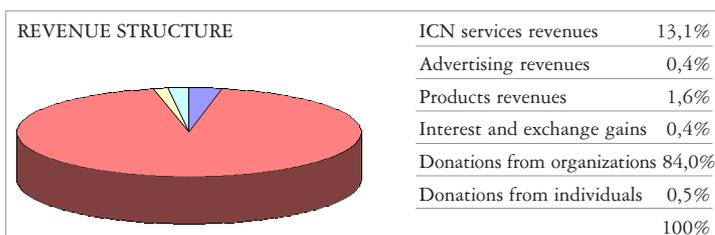
Fax and telephone	140 681
Postage	43 424
Training and other education	31 070
Other services (reconstructions at Hradební street and moving)	392 251
Economic services	42 200
Lecturers and translators services	383 263
Publishing services	285 497
Accommodation services	48 413
Mass mailing	36 783
Total Services	2 023 832

Personnel Cost

Wages	936 763
Other wage expenses	45 761
Social insurance - employer	243 400
Health insurance - employer	84 473
Other social costs	3 334
Obligatory insurance (conscientious objectors)	47 307
Total Personnel Costs	1 361 038

Other Financial Costs

Indirect taxes and fees	7 885
Interest	10
Exchange losses	69 592
Other financial cost	160
Banking charges	13 955
Depreciation of tangible and intangible assets	29 403
Total Other Financial Costs	121 004
Total Costs	3 736 999



BALANCE SHEET (in Thousands of CZK)

Assets

Fixed Assets

Intangible fixed assets	0
Adjustments to intang. fixed assets	0
Tangible fixed assets	207
Adjustments to tang. fixed assets	-29
Other financial investments	21
Total Fixed Assets	199

Current Assets

Goods	207
Trade receivables	70
Income tax	
VAT	11
Receivables for employees	
Cash	15
Bank accounts	2 214
Deferred costs	40

Deferred cash receipts	76
Unrealized exchange rate losses	
Total Current Assets	2 633
Total Assets	2 832

Liabilities

Own Capital

Registered capital	0
Reserved fund, capital	0
Loss and gains account	-49
Net income in negotiation	0
Total Own Capital	-49

External Sources

Trade payables	601
Payables to employees	16
Other payables to employees	163
Payables to social and health institutions	120
Other direct taxes	31
Deferred expenditure	37
Deferred income	1 913
Total External Sources	2 881
Total Liabilities	2 832

COSTS

ACCORDING TO INDIVIDUAL PROJECTS (22.4.1999 – 31.12.1999)

ICN Permanent Services

Information Services

Information services and library	284 502
Professional consultations	78 494
ICN Club	206 841
Total Information Services	569 836
Total Educational Programs	357 180
Total Publications	613 316
Total Permanent Services	1 540 332

ICN Projects

International Projects

SCODem II	313 491
Civil Initiatives in Europe	807 409
Total International Projects	1 120 901

Other Projects

PR Campaign 99	295 966
Strategic planning	28 487
Reconstruction of the office space at Hradební street 3	207 214
Total Other Projects	531 667
Total ICN Projects	1 652 567

ICN p.b.s., Overheads

Material	2 527
----------	-------

Office supplies	2 384
Small tangible fixed assets to 40,000 CZK	1 550
Electricity	13 568
Repairs and maintenance	82 925
Travel expenses	2 711
Representation costs	2 075
Photocopying	515
Rent	3 005
Fax and telephone	15 185
Postage	4 461
Other services	16 254
Economic services	42 200
Lecturers, translators, coordinators	6 125
Wages	142 586
Other personnel costs	9 350
Social insurance	47 068
Health insurance	16 513
Other social insurance	3 334
Obligatory insurance (conscientious objectors)	28 608
Indirect taxes and fees	200
Exchange rate losses	60 000
Bank charges	11 552
Total ICN, p. b. c. Overheads	514 696
Total Depreciation of Tangibles and Intangibles	29 403
Total ICN Expenditures	3 736 999

AUDITOR'S STATEMENT FOR THE ANNUAL REPORT

Statement without reservation

On the basis of the audit of the financial results we confirm that the financial statements of Information Center for Nonprofit Organizations, public benefit corporation, as of December 31, 1999 truthfully reflect the state of the assets, liabilities, capital and net income in all significant respects and in accordance with current laws and accounting regulations.


Ing. Pavel Šrámek
člen představenstva
EKMA FIN, a.s.




Ing. Josef Růžička
auditor, dekret číslo 1562

ICN Thanks

ICN THANKS ALL DONORS AND SPONSORS FOR THEIR KIND SUPPORT

ICN Foundation's Main Sponsors and Donors

	CZK
Phare and Tacis Democracy Programme	4 024 952
Robert Bosch Foundation	3 083 137
Charles Steward Mott Foundation	1 509 370
Private Donor	1 407 541
Civil Society Development Foundation (NROS)	919 935
Canada Cooperation Fund	919 560
Makro	500 000
SPT Telecom, a.s.	400 000
Royal Netherlands Embassy	250 000
ČNTS, s.r.o. Nova	230 825
Open Society Fund Prague (OSF)	304 738
British Know-How Fund	113 713
Sasakawa Peace Foundation	104 765
Generali Insurance Company	99 399

The Works of Art Donated by the Following Artists:

Bejrová Věra, Císařovská Milada, Záborská Marie, Malátová Jarmila

ICN Public Benefit Corporation's Main Sponsors and Donors:

	CZK
Robert Bosch Foundation	1 898 905
ICN Foundation	500 000
Phare and Tacis Democracy Programme	302 621
Civil Society Development Foundation (NROS)	249 406
Royal Netherlands Embassy	119 487
USA Embassy	19 725
Charter 77 Foundation	7710 000

The Works of Art Donated by the Following Artists:

Helena Hrušková, Milena Blažková, Helena Slavíková, Marie Vontovičová

ICN WOULD LIKE TO THANK ALL THE INDIVIDUALS AND ORGANIZATIONS, THAT HAVE COOPERATED WITH ICN DURING THE PAST YEAR:

**ICN
Thanks**

Helena Ackermannová, Petr Bajer, Iva Bláhová, Andreas Beckmann, Martin Benc, Jon R. Blyth, Jan Čechtický, Václav Čejka, Milena Černá, Kateřina Dalecká, Zdenka Daňková, Trudi Jo Davis, Dana Diváková, Marie Dočkalová, Marie Dohnalová, Jiří Dusík, Tomáš Dvořák, Petra Francová, Hana Frištenská, Helena Gajdušková, Roman Haken, Zdenka Halamková, Alice Hamplová, Stephen Hankins, Lída Hasmanová, Daniela Hátlová, Sestry Havelkovy, Megan Hodges, Dana Hoffmanová, Martina Holíková, Ludmila Horáková, Jaroslava Hubková, Miroslav Chromeček, Aleš Janků, Jiří Ježek, Pavla Jindrová, Božena Jirků, Miroslav Kajňák, Šárka Kašpárková, Kateřina Kepáková, Marie Klosová, Martina Kociánová, Radek Kolář, Ilona Kolářová, Marie Kopecká, Vlastimil Kopeček, Darina Kosorinová, Miloslav Kotek, Jana Koželská, Ladislav Krajdl, Květa Lachmanová, Petr Langer, Gabriela Leitkepová, Radovan Lukavský, Libuše Machová, Robert Malecký, Jan Malý, Štěpánka Maňhalová, David Matýsek, Eva Mrňáková, Ludmila Nekolová, Zlata Nováková, Dana Oujezdská, Ivana Parkosová, Hana Pernicová, Ivana Poděbradská, Tomáš Pojar, Marie Pokorná, Jaroslav Prouza, Dana Rabiňáková, Lída Rakušanová, Daniel Rosecký, Aleš Rozkovec, Josef Růžička, Tomáš Růžička, Tamás Scaurszki, Risto Sokolovski, Marie Svobodová, Kelly Sweeney McShane, Stanislava Szaffnerová, Kamila Šeligová, Hana Šilhánová, Blanka Šrámková, Dušan Tomeček, Dagmar Trochtová, Jan Turner, Šárka Tyšerová, Libor Ungermann, Leona Valovičová, Věra Venclíková, Josef J. Veselý, Lubomír Vraj, Lucie Výborná, Pavla Vydrová, Barry Wilson, Daniel Zápotocký, Martin Zápotocký

A. E. Avid Edit, Baroque Theatre Foundation in Český Krumlov, Bohemia Corps, Bohemia Flowers, Boomerang Free Cards, BVV, Canada Cooperation Fund, Czech Radio, Czech Television, Eclipse, Econnect, Graphic Studio Klassic, Grey Agency Prague, Hotel Savoy, Hotel Prokopka, JCDecaux, Jiří Kiprý Agency, KLM, Lotos, Luxor, Magic Seven, Makro, Mediacom, Men on the Moon, MF Dnes, Mirage, NROS, Olomouc Coalition of Nonprofit Organizations (OKNO), Open Society Fund, Ore Mountains Initiative, Philips CZ, Prague Castle Administration, Prague City Council, Radio Free Europe/Radio Liberty, Robert Bosch Foundation, Royal Netherlands Embassy, SPT Telecom, Swissair, Tabák a.s., Tereza, TV NOVA, USIS

ICN Structure

Chairman

Ing. Petr Pajas

Center for Democracy and Free Enterprise,
Deputy Director

Members

Dagmar Havlová, CSc.
Vladimír Železný
RNDr. Jana Ryšlinková, CSc.
Ing. Miloš Balabán
Vladimír Johanes

Lucerna Barrandov, s.r.o., Acting Secretary
TV Nova, Executive Director
ICN, Executive Director
Ministry of Defense
Grey Prague, General Director

Supervisory Board

Martin Jílek
Libor Novák
Ing. MUDr. Aleš Šatánek

ANOMA Prague
Czech Association of Credit Unions, Foreign Manager
Quality In, Acting Secretary

ICN, p.b.c., Board of Directors

Chairman

Norbert Auerbach

ANOMA Prague

Members

Irena Brichta
Jan Urban

Heidrick & Struggles, Partner and Country Manager
Institute for Journalism for Countries in Transition

Supervisory Board

JUDr. Tomáš Sokol
Richard Medek
Karel Winkelbauer

Brož & Sokol Attorneys' Office
Television Nova
Municipal Office Prague 2, Vice-mayor

ICN Foundation's Staff

Executive Director

RNDr. Jana Ryšlinková, *

Secretariat

Zdeňka Švestková **

Petr Miláček, (conscientious objector)

Financial Management

Marie Hübnerová, Treasurer

Ing. Markéta Würtherlová, Financial Director

Public relations a fundraising

Megan Hodges *

Alena Kobylková ak. arch. *

Roman Bursík, (conscientious objector)

Regional Project

Mgr. Zuzana Ježková

Mgr. Jana Zahradníčková

Petr Pirochta, (conscientious objector)

Information Department

Mgr. Dagmar Heřmanská **

Jan Kvasnička, (conscientious objector)

Mgr. Denisa Parkosová, Head ***

Jana Ruxová **

Mgr. Zoja Seyčková **

Martina Švecová **

Training Department

Mgr. Barbora Resnerová **

Ing. Marek Šedivý,

(conscientious objector)

Dagmar Ševčíková **

Ing. Jolana Turnerová, Head **

Petr Vrba **

Program in Support of Social and Civic Initiatives

Mgr. Eržika Frinková **

PhDr. Daniela Urbancová **

ICN Structure

* Left ICN during 1999

** During 1999 transferred to ICN, p.b.c.

*** Apointed Operation Director of ICN Foundation

CONTRACTED EXPERTS AND EXTERNAL COOPERATORS

PhDr. Marcela Bergerová

Mgr. Marcela Černá

Mgr. Jan Hloušek

Mgr. Martin Kvítek

Ing. Ludmila Nekolová

Klára Novotná

Alena Pobříslavá

Dr. Ing. Richard Tichý

Ondřej Šmíd

Ota Vlčková

PR Campaign 1999

Regional Program

SCODEM II

ICN Bulletin Editor

Accountant

Information Department Trainee

Payroll Clerk

SCODEM II

PR Campaign 2000 (the preparation)

Training Program, PR Campaign 1999

ICN REGIONAL COORDINATORS

Soňa Bosáková

Mgr. Andrea Horešovská

Dana Martinovičová

Simona Jiskrová

Ondřej Šmíd

Ing. Leona Valovičová

ICN Regional Office at Kroměříž District Library

ICN Regional Center Strakonice

ICN Regional Center Strakonice

ICN Regional Center Český Krumlov

ICN Regional Center Hradec Králové

ICN Regional Center Olomouc

ICN Structure

ICN, Public Benefit Corporation's Staff

Executive Director

Mgr. Milan Caha, from June 1, 1999

Secretariat

Zdeňka Švestková

Petr Miláček, (conscientious objector)

Financial Management

Marie Hübnerová, Treasurer

Ing. Markéta Würtherlová

Informační oddělení

Mgr. Dagmar Heřmanská

Jan Kvasnička, (conscientious objector)

Mgr. Denisa Parkosová

Jana Ruxová

Mgr. Zoja Seyčková

Martina Švecová

Regional Program

Petr Pirochta, (conscientious objector)

Educational Department

Mgr. Barbora Resnerová

Ing. Jolana Turnerová, Head

Petr Vrba

Civic Initiatives in Europe

Mgr. Eržika Frinková

PhDr. Daniela Urbancová

Contracted Experts

Mgr. Martin Kvítek, ICN Bulletin Editor

Ondřej Šmíd, PR Campaign 1999 Coordinator

Ing. Ludmila Nekolová, Accountant

Alena Pobřísllová, Payroll Clerk