



Usual Wages/Salaries for the Swiss-Czech Cooperation Programme

(valid from 1 May 2025)

Wages/salaries **above the recommended** upper limit are possible in **justified and well-reasoned** cases, which must be described in the grant application, or in a change request or a request for payment (the justification should primarily be based on data for the specific job position according to CZ ISCO in ISPV, using the 9th decile value). The underlying materials and documents used to justify a wage/salary above the recommended upper limit **may be verified within a public-administration inspection**.

To determine the wage/salary for other job positions not listed here, we recommend using the Average Earnings Information System (ISPV) available at www.ispv.cz; the lower limit is recommended to be set as the average of the first decile of values reported for the given job position in the wage and the salary sphere, and the upper limit as the higher average value reported for the given job position in the wage and the salary sphere.

Job position	Gross monthly wage/salary (CZK)		Gross monthly wage/salary, including statutory contributions (CZK)		Gross hourly wage/salary/fee (CZK/hour)		Gross hourly wage/salary/fee, including statutory contributions (CZK/hour)	
	lower	upper	lower	upper	lower	upper	lower	upper
Main job positions for projects using actually reported expenditure								
Specialist lead/guarantor	36,400	82,400	48,703	110,251	228	515	304	689
Specialist worker/assistant	28,300	44,900	37,865	60,076	177	281	237	375
Methodologist	36,400	82,400	48,703	110,251	228	515	304	689
Lawyer	46,500	87,100	62,217	116,540	291	544	389	728
Quality manager	42,900	76,300	57,400	102,089	268	477	359	638
Evaluator	36,400	82,400	48,703	110,251	228	515	304	689
Social, outreach, community, and intercultural workers	31,300	49,100	41,879	65,696	196	307	262	411
Social services worker, peer consultant	29,700	43,800	39,739	58,604	186	274	248	366
Specialist consultant/adviser/expert	47,800	109,900	63,956	147,046	299	687	400	919
Trainer	43,900	107,600	58,738	143,969	274	673	367	900
IT specialist (analyst, developer, systems analyst)	37,900	83,900	50,710	112,258	237	524	317	702



Coordinator	38,400	57,100	51,379	76,400	240	357	321	477
Additional job positions only for projects that use the 40% flat rate								
Lead manager/project lead/coordinator	48,300	81,300	64,625	108,779	302	508	404	680
Project manager	38,400	57,100	51,379	76,400	240	357	321	477
PR manager	28,600	60,100	38,267	80,414	179	376	239	503
IT technician	30,900	60,700	41,344	81,217	193	379	258	508

Notes

The usual wages/salaries apply in particular to employment contracts, agreements for work (*dohoda o pracovní činnosti*), and agreements to perform a specific task (*dohoda o provedení práce*).

The usual wages/salaries are based on data from the Average Earnings Information System (ISPV).

Indication of position in the usual wage/salary overview	Brief description of activities
Lead manager/project lead/coordinator	Project management in all phases; assembling, leading, and managing the project team / part of the project team; setting the time and financial plan for project implementation; managing project changes; ensuring handover of project outputs; analysis and management of risks and opportunities in the project.
Project manager	Coordination of work procedures and interlinkages of activities in individual tasks; reporting on the state of project implementation; management and inspection of the processing of complete project documentation; responsible for project implementation.
Specialist lead/guarantor	Ensures the substantive aspect of project implementation; subject-matter expert; addresses substantive issues in achieving project objectives; provides expert opinions on outputs for suppliers / for other members of the project team.
Specialist worker/assistant	Responsible for ensuring the implementation of the relevant substantive key activity of the project.
Methodologist	Preparation of methodologies, procedural steps and rules, manuals.
Lawyer	Legal counselling; preparation of legal analyses and opinions; drafting of documents.
Quality manager	Verifying compliance with established standards beyond routine managerial/administrative inspection. Supporting the development of the quality of the service concerned through work with both its providers and its clients.
IT technician	Ensuring administration of individual computer applications; providing consultancy services and methodological guidance to application users; resolving non-standard situations and consulting them with users; defining HW needs for applications and software.
Evaluator	Ensuring project evaluation.



Social, outreach, community, and intercultural workers	Providing socio-legal counselling; coordinating and ensuring professional activities in the field of social work; resolving clients' socio-legal and socio-health problems; creating conditions for clients' engagement in society. Community workers help to mediate contact between residents and individual stakeholders in excluded localities. An intercultural worker provides assistance, including interpreting, in dealings between migrants and public institutions; supports coexistence between the majority population and migrants; and helps to integrate migrants and migrant communities into majority society.
Social services worker, peer consultant	A social services worker performs direct care activities, basic non-pedagogical educational activities, care activities, etc., pursuant to the Social Services Act. A peer consultant draws on their own experience with an issue (e.g. illness, addiction) when working with the target group and in providing subsequent support.
Specialist consultant/adviser/expert	Provision of counselling; expert assessments and opinions, including in the field of ICT.
Trainer	Preparation of own teaching or support texts; delivery of instruction tailored to course participants; leading and managing training and practice of skills and competences; verifying participants' knowledge, skills, and competences.
PR manager	Creates and implements PR strategy; communicates with the media; manages social media; ensures the effectiveness of internal communication.
IT specialist (analyst, developer, systems analyst)	Ensuring analysis, development, and programming of applications, databases, and operating systems; design and creation of websites.
Coordinator	Coordination of project activities.



Usual prices of equipment and furnishings (valid from 1 May 2025)

Prices higher than those listed here are possible in justified and well-reasoned cases, which must be stated in the grant application, or in a change request or a request for payment. The **underlying materials and documents** used to justify a higher unit price of **equipment** or furniture **may be verified within a public-administration inspection**.

Item of equipment/furniture	Price excluding VAT	Price including VAT	Parameters/notes
Desktop PC set ¹	13,223	16,000	3.5 GHz, 4 GB RAM, 1 TB HDD/256 GB SSD, 23.8" monitor 1920 × 1080, keyboard, mouse, operating system
Laptop ¹	15,702	19,000	3.4 GHz, 16 GB RAM, 512 GB SSD, 15.6" Full HD 1920 × 1080, mouse, operating system
Tablet ¹	5,372	6,500	2.0 GHz, 4 GB RAM, 128 GB internal, Wi-Fi, Bluetooth, 3G modem
Office suite	5,777	6,990	MS Office 2024 (Business) – includes Word, Excel, PowerPoint and Outlook
Mobile phone	4,463	5,400	LTE, internal memory 128 GB, display (1440×720/1520×720), RAM 4 GB
Standard printer for 1 PC	4,132	5,000	black-and-white/colour, laser/inkjet, 1200×1200 dpi, manual duplex, ~20 ppm
Headset	1,653	2,000	headphones with microphone for online communication
Docking station	3,802	4,600	universal docking station
Multifunction device for standard use	6,033	7,300	for standard office use and preparation of materials for the target group on a smaller scale; colour laser printer, scanner, copier, print resolution 1200×600, automatic duplex, 20 ppm
Multifunction device for intensive use	16,033	19,400	for preparation of materials for the target group on a large scale; colour laser printer, scanner, copier, print resolution 1200×1200, automatic duplex, network connection to multiple PCs, 30 ppm
Compact portable data projector	10,000	12,100	for portability, smaller rooms and groups; XGA resolution (1920×1080), brightness 3300 ANSI lm, contrast 15,000:1



Fixed data projector	24,050	29,100	for larger rooms without blackout, larger groups, primarily fixed use; XGA resolution (1920×1080), brightness 3500 ANSI lm, contrast 15,000:1
Projection screen	3,058	3,700	90" diagonal, mobile – tripod
Flipchart	2,892	3,500	tripod, magnetic, writable
Office chair	4,132	5,000	swivel with castors, incl. headrest and height-adjustable armrests
Classroom chair	1,240	1,500	
Office desk	8,264	10,000	workstation for 1 person, incl. drawer/pedestal
Classroom desk	3,554	4,300	desk for 2 persons
Tall open shelving cabinet	3,967	4,800	180 × 80 × 40
Low open shelving cabinet	2,893	3,500	110 × 80 × 40
Tall shelving cabinet with doors	6,612	8,000	185 × 80 × 40
Low shelving cabinet with doors	4,545	5,500	110 × 80 × 40
Wardrobe	6,777	8,200	185 × 80 × 40

¹ The eligible number of desktop PCs, laptops, and tablets procured for the implementation team corresponds to the sum of FTEs in the implementation team.