

## **FINAL VERSION**

### **1. Basic information**

- 1.1 CRIS Number:** 2009/021-665
- 1.2 Title:** Support to Enhancement, Sustainability and the Development of an Active Civil Society
- 1.3 ELARG Statistical Code:** 1.35
- 1.4 Location:** the former Yugoslav Republic of Macedonia

### **Implementing arrangements**

#### **1.5 Implementing Agency:**

The Central Financing and Contracting Department (CFCD) will be the contracting authority and will be responsible for all procedural and administrative aspects of the tendering process, contracting matters and financial management including payment of project activities, upon conferral of management. The Head of CFCD will act as the Programme Authorizing Officer (PAO) of the project.

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#### **1.6 Beneficiary (including details of SPO)**

The General Secretariat, Sector for policy analysis and coordination – Unit for cooperation with Non-Governmental Organizations (the Unit) – will be the beneficiary. The Unit will implement the project under supervision of the Secretary General of the Government, Mr. Stojan Todorov.

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The beneficiaries of the grant scheme will be national Civil Society Organisations.

### **Financing:**

**1.7 Overall cost (VAT excluded)<sup>1</sup>:** EUR 1 666 666

**1.8 EU contribution:** EUR 1 500 000

**1.9 Final date for contracting:**

Two years from the date of the conclusion of the Financing Agreement

**1.10 Final date for execution of contracts:**

Two years from the final date for contracting

**1.11 Final date for disbursements:**

One year after the final date for execution of contracts

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<sup>1</sup> The total costs of the project should be net of VAT and/or other taxes. Should this not be the case, the amount of VAT and the reasons why it should be considered eligible should be clearly indicated.

## **2. Overall Objective and Project Purpose**

### **2.1 Overall Objective**

The overall objective of the project is to promote an active civil society and improve the environment conducive to development and sustainability of civil society organisations in the country as proactive social actors in the implementation of the EU *Acquis*.

### **2.2 Project purpose**

The project purpose is to strengthen the capacity of Civil Society in the fight against corruption and organised crime, in the protection of human rights, and the CSO management and networking, including joint implementation of community-based activities and social services, resource mobilisation, mobilising voluntary work, institutional cooperation between CSOs and between CSOs and the central and local government.

### **2.3 Link with AP/NPAA/ EP/SAA**

#### **2.3.1 Link with AP**

The **AP** stresses the importance of ensuring transparency in the administration, in particular in the decision-making process, and calls for further promoting active participation by civil society in the decision-making processes.

#### **2.3.2 Link with NPAA**

The **National Plan for Adoption of Acquis** with regard to civil society intends to encourage the inclusion of the civil society in the decision-making process, ensure participation of the civil society in the work of expert councils of the Government as well as provide training to the CSO representatives on issues in the sphere of human freedoms and rights.

#### **2.3.3 Link with SAA**

The programme will contribute towards the implementation of the Stabilisation and Association Agreement objective of “development of civic society and democratisation”.

#### **2.3.4 Link with Progress Report**

The progress report 2008 makes the following evaluation: “With regard to freedom of assembly and association, the legal framework meets most international standards. There were no particular developments. Implementation of the Government’s strategy and action plan for cooperation with civil society organizations is progressing. The transparency of the criteria for allocation grants from the state budget to CSOs has improved through the public announcement of the call for proposals, the selection criteria and the results. An important step forward in opening new potential sources of financing for CSOs was taken: the

adoption of the implementing legislation for the law on sponsorship and donations now allows companies and physical persons to donate part of their income tax. The implementation of the law is slowly progressing, despite the complex administrative requirements. However, involvement of civil society in the policy development process and in legislative drafting is minimal. Civil society organizations remain heavily dependent on foreign funding. The lack of sufficient financial resources is a serious constraint on their ability to deliver more professional and service-oriented activities. Government initiatives to support civil society development, such as tax relief, have not been forthcoming.”

#### **2.4 Link with MIPD**

The **Multi-Annual Indicative Planning Document (MIPD)** indicates that among the key challenges to be supported through financial assistance is strengthening the civil society dialogue. The document calls for increased attention to be given to Civil Society development. It also underlines the importance of the participation of the civil society in the overall process of the country’s accession to the EU and ensuring that the process is managed in a democratic and transparent way. Furthermore, the MIPD calls for treating civil society as a cross-cutting issue in the various projects and also supporting separate activities directly targeting at the civil society, with particular attention to the implementation of the civil society strategy, and strengthening the capacities of the civil society organisations.

#### **2.5 Link with National Development Plan**

N/A

#### **2.6 Link with national/ sectoral investment plans**

The project directly links to the following key strategies and action plans in the sector (see annex 3 for a more extensive list):

- Strategy for the cooperation of the Government with the Civil Society, 2007
- Action plan for implementation of the strategy for cooperation with CSOs, 2007
- Strategy for Equitable Representation, 2007
- Strategy of Reforms of the Public Administration, 1999
- National Strategy for Roma in the former Yugoslav Republic of Macedonia
- Decade for Roma inclusion 2005 – 2011
- National Strategy on HIV/AIDS 2007 – 2011
- National Strategy on Drugs Control 2007-2012

### **3. Description of project**

This project presents the continuation of the IPA 2008, Component 1, 'Project for support the participation of the civil society in decision making process' and in providing social services.

### **3.1 Background and justification**

#### **3.1.1 Past and current development in the civil society**

The freedom of association is guaranteed by the Constitution (art. 20), with restrictions for associations aiming at racial, religious or national hatred and violence. The legal framework, based on the Constitution, consists primarily in the Law on Citizen Associations and Foundations (Official Gazette of RM No. 31/98, 29/07). Generally, the Law is considered to be flexible as it allows civil society organisations (CSOs) to be registered and work freely, including advocacy activities and public debates. However, even with the recent improvements, the tax laws for CSOs and tax benefits for philanthropy remain obstacles to further development. The new Law on Citizen Associations and Foundations is under preparation. The major expected changes are: further liberalisation of registration, regulation of economic activities of CSOs and introduction of the status of public benefit organisation.

More than 5,000 CSOs are registered in the country (2003). Almost all social groups are presented as members of civil society, with smaller representation of the poor, rural communities and the ethnic communities, especially the ethnic Albanians. A large number of organisations (43%) are concentrated in the capital Skopje and CSOs are nearly absent from the rural areas. Only 6.3% of the organisations were registered in the villages (370 out of 5,851), while 40% of the population lives in rural areas. They form an increasingly important part of civil society in the country.

According to the analysis of the civil society under the 'Index of the Civil Society' according to the CIVICUS methodology, the civil society is still only moderately developed. Although there are rather big differences between CSOs operating in different sectors, a support infrastructure and networking among associations and within umbrella structures is emerging. There are around 200 umbrella bodies of CSOs in the country. A majority of the organisations are members of a union, federation, platform or another umbrella body, based on nature of the CSOs or target group. The sports associations, organisations of pensioners, environmental organisations, people with disability, women's organisations, and partly farmers are considered to be the more consolidated sectors. There are also some emerging examples of cross-sector alliances/coalitions of CSOs, such as the Civic Platform of the former Yugoslav Republic of Macedonia (CPM) bringing the largest CSOs together. Still there is more to be done in the area of cooperation and with regard to the self-regulation of the civil society in the country. One of the main aims of the Civic Platform is the adoption of a Code of Conduct.

#### **3.1.2 Strengths and weaknesses in the civil society**

Today, the strengths of the civil society are: empowerment of citizens; high values of peace, gender and environmental sustainability; and strong focus on "3C – communication, coordination, cooperation". The most significant impact of civil society is achieved in the area of empowering the citizens, especially empowering women and marginalised groups (people with disabilities, Roma, etc). Civil society is known for its high values of peace, non-violence, as well as gender and environmental sustainability. The high value placed on peace is a response to the long wars in the Balkans and the 2001 conflict in the country itself. In 2001, a large civil society event was initiated: the NGO Fair - Forum of civil society in the former Yugoslav Republic of Macedonia, which in turn led to the establishment of the Civic Platform, with the participation of more than 30 leading CSOs in the country.

The weaknesses of the civil society are: poverty eradication, transparency and self-regulation, practicing democracy, (not) holding state and private sector responsible, ad-hoc relations with the government, mutually indifferent civil society and private sector relations and insufficient resources and lack of diversification (donor dependency). Although civil society declare that poverty eradication is a priority, its activities and impact in this area are far from satisfactory. Most of the actions are ad-hoc and based on social-humanitarian grounds and treat the effects rather than the causes. The environment is limiting to a certain degree, possessing a lack of public trust and public spiritedness.

### **3.1.3 Government response and future vision for the civil society**

Relations between the Government and CSOs are seen as a weakness. The first step for institutionalized relations was made in November 2004 with the creation of the NGO Unit under the Sector for Policy Analysis and Coordination in the General Secretariat of the Government. The initiative for establishing the Unit, adopted by the Government in November 2004, explicitly expresses the willingness of the Government to build up the confidence and cooperation with the civil society. This initiative confirms the Government's objective to further develop the significance of the civil society activities and emphasizes the need to develop a specific programme for cooperation.

Through the strategy for cooperation between the Government and Civil Society, the Government is committed to improve systematic conditions to stimulate a sustainable development of the civil society. The Government included in its annual decision of the strategic priorities for 2008 the involvement of the civil society in the decision-making process in the framework of the rule of law, the fight against corruption and organized crime, the development of democracy, and improving the quality of inter ethnic relations.

The Strategy for cooperation between the Government with the Civil Society is focused on the collaboration with civil society organizations referred to by the narrower definition of “a civil society organization”, encompasses solely those organizations registered according to the Law on Citizen Associations and Foundations and they are non-profitable, non-political and founded in order to exercise and protect heterogeneous economic, social, cultural and other rights and convictions, as defined in the Constitution .

The IPA 2008 Operational Programme contributes to strengthening the institutional capacities of the civil society and to support the development of the Non-governmental sector through improved involvement of CSOs in drafting legislation and regulations (particularly those connected to the EU integration process, as well as public awareness raising), increased participation of CSOs in providing social services and community-based activities, improved capacities to mobilize resources and voluntary work and improved involvement in the field of democracy and the rule of law. This contributes to create synergy between state actors and the civil society for simultaneous mobilization of the potential of the EU integration process. Civil Society should also further contribute to community-based activities and social services.

The present IPA 2009 Programme should contribute to strengthening the institutional capacities of the civil society and provide support to selected priority areas. The main areas of the IPA 2009 Operational Programme are: Involvement of CSOs in **fight against corruption and organised crime; Strengthening the CSO management and networking**, including joint implementation of **community based activities and social services**, resource mobilisation, mobilising voluntary work, institutional cooperation between CSOs and between CSOs and the central and local government; and Involvement of **CSOs in protection of human rights**

Rising the quality the inter ethnic relations in the country is one of priority areas in IPA 2008 Programme, whereas the IPA 2009 more focus is put on the implementation of Decade of Roma inclusion 2005 – 2015 and the National Strategy for Roma in the former Yugoslav Republic of Macedonia.

### **3.2 Assessment of project impact, catalytic effect, sustainability and cross border impact**

Stronger cooperation between the Government and civil society is expected not only to improve the quality of policies and strengthen the legitimacy of government policies, it is also expected to improve the value judgement the civil society places on government work. Through on the one hand a better understanding of governmental processes by the civil

society and visa-versa, and on the other hand a larger involvement, it is expected that the project will contribute to a better understanding by each side of the needs and expectations.

Through the different parts of the project, it is expected that it will contribute to a strengthening of the organisational level of the civil society, which in turn would lead to more sustainable development plans made by the CSOs, higher level of funding and more sustainable levels of funding as well as higher levels of voluntary inputs.

The enhanced capacity of the civil society is important for the representation of the interests and recommendations of the citizens in the process of decision making process and implementation of measures and policies by Government. The participation of the CSOs is crucial in organized protection of human rights and raising the public awareness for the importance of the protection of human rights.

### **3.3 Results and measurable indicators**

The project will consist of one component: Implementation of the Grant Schemes, chosen by the Unit:.

The expected results are:

Implemented Grant schemes, covering the following defined areas:

1. Fight against corruption and organised crime (including fight against trafficking of human beings and fight against illegal substances and support in drug information campaigns on local and national level in primary schools)
2. Strengthening the CSO management and networking, including joint implementation of community based activities and social services, resource mobilisation, mobilising voluntary work, institutional cooperation between CSOs and between CSOs and the central and local government.
3. Protection of human rights, with special focus on vulnerable people, support to the victims of family violence, mobilization of the local municipalities for the prevention of HIV/AIDS/STI amongst the most at risk adolescents and supporting the activities within the Decade for Roma inclusion 2005 – 2015 and the National Strategy for Roma in the former Yugoslav Republic of Macedonia.<sup>2</sup>

The projects, funded under the grant schemes are implemented and expected to produce results in:

- Active participation of CSOs in the fight against corruption and organised crime

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<sup>2</sup> "The calls for proposals will be prepared in a way that avoids any overlap with the EIDHR calls"



- CSOs demonstrate better capacities to manage themselves, measured through the number of joint activities developed, funds raised from different sources, number of volunteers active in the CSOs and the coordination mechanism between CSOs and between CSOs and the central and local government that are operational.
- General awareness of the public in the protection of the human rights is improved, measured through the number of people reached through the awareness raising activities

The measurable indicators include:

- Number of joint activities under each grant scheme developed;
- Amount of funds raised by CSOs from different sources;
- Number of volunteers active in the CSOs (supported by the project);
- Number of people reached during awareness raising activities (supported by the Project) (such as fight against corruption and organised crime).
- Number of projects contracted by the Unit (approximately 20 grants will be signed after maximum two calls for proposals for the two different areas).

### **3.4 Activities**

#### **Implementation of the Grant schemes:**

The working group for technical implementation of transition assistance and institution building component within the General Secretariat and Unit for cooperation with CSOs have the following activities:

- Drafting the grant scheme guidelines;
- Implementing awareness raising activities for CSOs in grant schemes (information sessions, visibility measures, public events, etc.);
- Responding to questions for clarification;
- Participation in the evaluation of proposals received;
- Provide guidance to grant holders;
- Providing input in approval of interim/final narrative and financial reports of the grant holders;
- Monitoring the implementation process and reviewing reports received from the grant holders.

#### **Management and contracting arrangements**

#### **Project Management and Administration**

The Unit will implement effective and efficient management of the grant schemes. The capacities of the Unit will be strengthened through Technical Assistance from IPA 2007 – IPA 2008.

CFCD, The SPO, the working group for technical implementation of transition assistance and institution building component within the General Secretariat (the Working Group), and the Unit will be responsible for the overall management, representation (co-ordination with the EU and other international bodies) as well as reporting.

-CFCD is in charge of tendering, contracting and payments of EU funded projects and of overall supervision of projects implemented under the Decentralised implementation System (DIS) in the former Yugoslav Republic of Macedonia

-The SPO is responsible for preparation and technical management of the project and for managing the project team within the General Secretariat

-The working group and the Unit will be responsible for tasks connected with programming, technical implementation of the project, monitoring and reporting and their coordinator is SPO.

The SPO is responsible for an appropriate management of resources.

#### **The expected contracting arrangements are:**

- Approximately 20 grants will be signed after maximum two calls for proposals for the two different areas. The contracts will be for a period of 12 to 18 months and following the experience of IPA 2008 their value will range from 30 000 (minimum amount) to 150 000 Euro (maximum amount). The overall budget for the project is Euro 1 666 666. The total budget available from IPA for the grants is 1 500 000 Euro. The final grant beneficiaries will co-finance minimum 10% of the overall budget of their individual grant amount.

### **3.5 Conditionality and sequencing**

The project includes the following conditionalities:

- 1) The IPA 2008 Grant Schemes/s are contracted ;
- 2) All required staff of the Unit is hired on permanent basis according to the available working posts in the internal act of systematisation of the General Secretariat.

In the event that conditionalities are not met, suspension or cancellation of this Project may be considered.

### **3.6 Linked activities**

A **PHARE** project was implemented in 1997-99 for the “Development of CSOs and Regional Resource Centres”, targeting environmental CSOs, while ECHO programmes provided complementary activities in the field of community services.

**CARDS 2002** included an CSO strengthening programme, with an emphasis on capacity building of CSOs and supporting the cooperation among the CSOs and between CSOs and local authorities.

**CARDS 2003** focused the establishment of a national network (or “platform”/“forum”) for lobbying and advocacy–building amongst CSOs as well as institutional capacity building for selected umbrella civil society organizations.

**CARDS 2004** addressed the provision of assistance to the Government in developing a strategy for the third sector and in establishing a civil society unit within the Government structures. This project has produced four main results:

- A Strategy of the Government for cooperation with the civil society, incorporating a mapping and comparison of similar practices in other transition countries with respect to cooperation between governments and civil society. On the basis of the mapping and comparisons, the strategy incorporated recommendations for the specific context of the country;
- Developed Training and Capacity Building Plan and its subsequent implementation in which capacity building needs for the Unit and liaison officers in other governmental institutions were addressed;
- Developed and implemented visibility measures in close cooperation with the Unit's staff. These visibility measures incorporate website, publications, dissemination material, networking activities, conferences and other activities that reach out to civil society in the country;
- Developed recommendations for transparent selection criteria and selection procedures for governmental support to the CSOs on a competitive basis. These recommendations resulted in a draft system of budget allocation for governmental support to CSOs.

The project from IPA 2007, component 1 will support the General Secretariat – NGO Cooperation Unit within the Sector for Policy Analysis and Coordination - in the implementation of the Governmental Strategy for cooperation with Civil Society.

The project presents the continuation of the **IPA 2008**, Component 1, Project for support the participation of the civil society in decision making process and in providing social services. Initially defined areas for grant schemes are:

- 1) CSO participation in the process of drafting legislation and regulations and the monitoring of the implementation of legislation
- 2) Awareness raising vis-à-vis the EU integration process
- 3) Fight against corruption and organized crime
- 4) Raising of the quality of inter ethnic relations
- 5) Strengthening CSO management and networking, including joint implementation of community based activities and social services, Resource Mobilization, Mobilizing voluntary work, institutional cooperation between CSOs and between CSOs and the central and local government.

In addition, the IPA 2008 Civil Society Facility – Horizontal activities (Regional and Multi-beneficiary level) will provide support to CSOs in the beneficiary countries and territories of the Western Balkans and Turkey through three areas of intervention (some activities have already started):

- **Technical Assistance (TA)** to support CSOs by increasing their capacity, improving their democratic role (e.g.: policy analysis and advocacy; monitoring of state performance; building social capital; mobilising various actors to participate more fully in politics and public affairs) and promoting networks of CSOs across regional borders;
- **People 2 People visit programmes** to stimulate civic participation in the region by offering individuals and CSOs the possibility of participating in short-term visits to EU institutions and organisations, becoming familiar with a number of key EU policies and legislation and creating the opportunity for CSOs to interact and significantly influence public policy;
- **Partnership Actions** that will complement the activities already launched under the national civil society dialogue programmes aimed at partnerships between one or more organisations locally and organisations in EU, and will focus particularly on the following sector priorities: Environmental Forum to strengthen CSO/EC platform/system of information and discussion; Environment, Energy Efficiency, Health and Safety at Work to develop networks and partnerships in the region and at the EU; encourage intervention and transparency of public administrations; and foster public awareness on good practices and legal measures; and Fight Against Corruption, Organised Crime and Trafficking to enhance transparency and public access to self-information, citizen awareness and participation, promote the rule of law; campaign for a greater accountability of public administrations; create structure for constant monitoring of implementation of reform; and develop CSOs networks.

Close cooperation with the regional project under the CSF, in particular the latter project, is important.

### **3.7 Lessons learned**

Most Civil Society Organisations only have limited capacity to manage grants under EU regulations. Although one of the grant award criteria during the evaluation of the proposals is the management capacity of the beneficiary, many organisations do face difficulties. It is very important to ensure that during the call for proposals an appropriate information package is available to the potential applicants and that a series of public information events is organised to ensure appropriate information availability. Secondly, it is of key importance to ensure an appropriate level of transparency during the award process.

The management of this project will address these issues by working to assist civil society organisations to build their capacity to manage grants. The project will also design and implement an information package which will be concise and clear and which will be appropriately presented to civil society organisations and other relevant stakeholders in the country.

#### 4. Indicative Budget (amounts in EUR)

			SOURCES OF FUNDING										
			TOTAL EXP.RE	TOTAL PUBLIC EXP.RE	IPA COMMUNITY CONTRIBUTION		NATIONAL PUBLIC CONTRIBUTION					PRIVATE CONTRIBUTION	
ACTIVITIES	IB (1)	INV (1)	EUR (a)=(b)+(e)	EUR (b)=(c)+(d)	EUR (c)	% (2)	Total EUR (d)=(x)+(y)+(z)	% (2)	Central EUR (x)	Regional/ Local EUR (y)	IFIs EUR (z)	EUR (e)	% (3)
Activity 1 - Grants for CSO's													
Grants (approx.20)	x		1 666 666	1 666 666	1 500 000	-	-	-	-	-	-	166 666	10 <sup>3</sup>
TOTAL IB			1 666 666	1 666 666	1 500 000	-	-	-	-	-	-	166 666	10
TOTAL INV			-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL PROJECT</b>			<b>1 666 666</b>	<b>1 666 666</b>	<b>1 500 000</b>							<b>166 666</b>	

NOTE: DO NOT MIX IB AND INV IN THE SAME ACTIVITY ROW. USE SEPARATE ROW

Amounts net of VAT

- (1) In the Activity row use "X" to identify whether IB or INV
- (2) Expressed in % of the **Public** Expenditure (column (b))
- (3) Expressed in % of the **Total** Expenditure (column (a))

<sup>3</sup> The final grant beneficiaries will co-finance minimum 10% of the overall budget of their individual grant amount.

## 5. Indicative Implementation Schedule (periods broken down per quarter)

Contracts	Start of tendering	Signature of contract	Project completion
Grants (approx.20)	Q1 2011	Q4 2011	Q3 2013

## 6. Cross-cutting issues

The cross-cutting issues will be addressed throughout the project.

### 6.1 Civil Society Development and Dialogue

The process of civil society development and dialogue will be supported throughout the project. Through the three main focus areas envisioned under the IPA 2009 the civil society development will be empowered through increase mobilization of resources, sharing and developing local practices, concepts and strengthening civil society actors. The project will support the reform which leads to increasing the efficiency against crimes but at the same time strengthening the guarantees for protection of the human rights for vulnerable groups as well as community based activities and social services. Further, the dialogue process with civil society is expected to be strengthened by increased participation of civil society in the decision making process, legislation political and social development of the country, which is a key to the consolidation of human rights and democracy.

### 6.2 Environmental Considerations

N/A

### 6.3 Equal Opportunities and non-discrimination

Reference will be made to the Government Gender Strategy and the EC Programme of Action for the mainstreaming of gender equality in community development cooperation (2001-06). An output of these activities will be to assist the beneficiary to implement an 'internal gender assessment' to identify areas where it could improve its internal performance vis-à-vis gender.

### 6.4 Minority and Vulnerable Groups

The present project is expected to have an additional impact on an equal treatment of minorities and vulnerable groups.

### 6.5 Good-governance and Fight against Corruption

N/A

## ANNEXES

- 1- Log frame in Standard Format
- 2- Amounts contracted and Disbursed per Quarter over the full duration of Programme
- 3- Description of Institutional Framework
- 4 - Reference to laws, regulations and strategic documents:
  - Reference list of relevant laws and regulations
  - Reference to AP /NPAA / EP / SAA
  - Reference to MIPD
  - Reference to National Development Plan
  - Reference to national / sector investment plans
- 5- Details per EU funded contract (\*) where applicable:
  - For *TA contracts*: account of tasks expected from the contractor
  - For *twinning covenants*: account of tasks expected from the team leader, resident twinning advisor and short term experts
  - For *grants schemes*: account of components of the schemes
  - For *investment contracts*: reference list of feasibility study as well as technical specifications and cost price schedule + section to be filled in on investment criteria (\*\*)
  - For *works contracts*: reference list of feasibility study for the *constructing works* part of the contract as well as a section on investment criteria (\*\*); account of services to be carried out for the *service part* of the contract

(\*) non standard aspects (in case of derogation to PRAG) also to be specified

(\*\*) section on investment criteria (applicable to all infrastructure contracts and constructing works):

- Rate of return
- Co financing
- Compliance with state aids provisions
- Ownership of assets (current and after project completion)



## ANNEX 1 - Logical framework matrix in standard format

LOGFRAME PLANNING MATRIX FOR Project Fiche: Support to Enhancement, Sustainability and the Development of an Active Civil Society	Programme name and number National Programme for the former Yugoslav Republic of Macedonia under the IPA Transition Assistance and Institution Building Component for 2009 CRIS number: 2009/021-665		
	Contracting period expires two years from the date of the conclusion of the Financing Agreement	Execution period expires two years from the final date for contracting	Disbursement period expires one year from the final date for execution of contracts.
	Total budget : EUR 1 666 666		IPA budget: EUR 1 500 000

Overall objective	Objectively verifiable indicators	Sources of Verification
The overall objective of the project is to promote an active civil society and . improve the environment conducive to development and sustainability of civil society organisations in the country as proactive social actors in the implementation of the EU Acquis.	<ul style="list-style-type: none"> <li>• Number of NGOs involved in the calls for proposals;</li> <li>• Number of NGO's increased</li> </ul>	<ul style="list-style-type: none"> <li>• NGO registration records</li> <li>• Project records</li> </ul>

Project purpose	Objectively verifiable indicators	Sources of Verification	Assumptions
The project purpose is to strengthen the capacity of Civil Society in the fight against corruption and organised crime, in the protection of human rights, and the CSO management and networking, including joint implementation of community community-based activities and social services, resource mobilisation, mobilising voluntary work, institutional cooperation between CSOs and between CSOs and the central and local government.	<ul style="list-style-type: none"> <li>- Number of signed contracts with CSOs in fight against corruption and organised crime</li> <li>- Number of signed contracts with CSOs in Strengthening the CSO management and networking including joint implementation of community based activities and social services, resource mobilisation, mobilising voluntary work, institutional cooperation between CSOs and between CSOs and the central and local government</li> </ul>	- Project records	- Lack of interest by the CSOs

	- Number of signed contracts with CSOs in protection of human rights		
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<b>Results</b>	<b>Indicators</b>	<b>Sources of Verification</b>	<b>Assumptions</b>
<p>Implemented Grant schemes, covering the following defined areas:</p> <ol style="list-style-type: none"> <li>1. Fight against corruption and organised crime (including fight against trafficking of human beings and fight against illegal substances and support in drug information campaigns on local and national level in primary schools)</li> <li>2. Strengthening the CSO management and networking, including joint implementation of community based activities and social services, resource mobilisation, mobilising voluntary work, institutional cooperation between CSOs and between CSOs and the central and local government.</li> <li>3. Protection of human rights, with special focus on vulnerable people, support to the victims of family violence, mobilization of the local municipalities for the prevention of HIV/AIDS/STI amongst the most at risk adolescents and supporting the activities within the Decade for Roma inclusion 2005 – 2015 and the National Strategy for Roma in the former Yugoslav Republic of Macedonia.</li> </ol> <p>The projects, funded under the grant schemes are implemented and expected to produce results in:</p> <ul style="list-style-type: none"> <li>• Active participation of CSOs in the fight against corruption and organised crime</li> <li>• CSOs demonstrate better capacities to manage themselves, measured through the number of joint activities developed, funds raised from different sources, number of volunteers active in the CSOs and the coordination mechanism</li> </ul>	<p>The Measurable indicators include:</p> <ul style="list-style-type: none"> <li>• Number of joint activities under each grant scheme developed;</li> <li>• Amount of funds raised by CSOs from different sources;</li> <li>• Number of volunteers active in the CSOs (supported by the project);</li> <li>• Number of people reached during awareness raising activities (supported by the Project) (such as fight against corruption and organised crime).</li> <li>• Number of projects contracted by the Unit (approximately 20 grants will be signed after maximum two calls for proposals for the two different areas</li> </ul>	<p>- Project records Government CSO records</p>	<p>- Sufficient number of CSOs interested to submit proposals for each of the elected areas;</p> <p>- Sufficient number of eligible proposals received to issue grant contracts</p>

<p>between CSOs and between CSOs and the central and local government that are operational.</p> <ul style="list-style-type: none"> <li>• General awareness of the public in the protection of the human rights is improved, measured through the number of people reached through the awareness raising activities.</li> </ul>			
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<b>Activities</b>	<b>Means</b>	<b>Costs</b>	<b>Assumptions</b>
<p><b>Implementation of the Grant schemes:</b> The Unit for NGO Cooperation, together with the contracting authority, will be responsible for:</p> <ul style="list-style-type: none"> <li>- Drafting the grant scheme guidelines</li> <li>- Implementing awareness raising activities for CSOs in grant schemes (information sessions, visibility measures, public events, etc. )</li> <li>- Responding to questions for clarification;</li> <li>- Participation in the evaluation of proposals received;</li> <li>- Provide guidance to grant holders;</li> <li>- Providing input in approval of interim/final narrative and financial reports of the grant holders</li> <li>- Monitoring the implementation process and reviewing reports received from the grant holders</li> <li>-</li> </ul>	Grant contracts	<p>Total: EUR 1 666 666 IPA : EUR 1 500 000 Private co-financing: EUR 166 666</p>	<ul style="list-style-type: none"> <li>- Sufficient number of CSOs interested to submit proposals for each of the elected areas</li> <li>- Sufficient number of eligible proposals received to issue grant contracts</li> </ul>

### **Pre conditions**

The project includes the following conditions:

- 1) The IPA 2008 Grant Schemes/s are contracted; ;
- 2) All required staff of the Unit is hired on permanent basis according to the available working posts in the internal act of systematisation of the General Secretariat.

In the event that conditionalities are not met, suspension or cancellation of this Project may be considered.

**ANNEX 2 - Amounts (in EUR) Contracted and disbursed by quarter for the project (only IPA funds)**

	2010				2011				2012				2013			
<b>Contracted</b>	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Grants								1.500.000								
<b>Cumulated</b>								<b>1.500.000</b>								
<b>Disbursed</b>																
Grants								1.200.000					300.000			
<b>Cumulated</b>								<b>1.200.000</b>					<b>1.500.000</b>			

Please note that it is expected that approximately 20 grant contracts will be signed.

### **ANNEX 3 - Institutional Framework**

The Rulebook for Internal Organization and Systematization of the General Secretariat of the Government of the former Yugoslav Republic of Macedonia regulates the internal organization and the mode of work of the Secretariat General as a technical service to the Government, the types of organization as well as their responsibilities and competencies.

Sectors and Units are established dependant on the type, the scope, the level and the degree of complexity of the work as well as of the inter-relations, responsibility and other factors and conditions for successful functioning of the General Secretariat.

The Sector for Policy Analysis and Coordination is one of nine sectors within General secretariat. This Sector has eighteen (18) public servants.

In accordance with the acts for internal organization and systematization of working positions in the General Secretariat of the Government, in December 2004, the Unit for cooperation with CSOs was established under the Sector for Policy Analysis and Coordination of the General Secretariat of the Government. The Unit has five (5) public servants for the following working posts: Head of Unit, two Advisors and two Junior Associates.

The Budget of the Government of the former Yugoslav Republic of Macedonia- General Secretariat, according to the Budget of the former Yugoslav Republic of Macedonia for 2008 is 944.430.000 denars. This Budget is divided into programs (Administrative and Governmental) and is projected according to the needs of the sectors and units of the General secretariat. The beneficiaries of this Project - Sector for policy analysis and coordination and the Unit for cooperation with CSOs don't have their own Budget, but their activities are covered with the Budget of the Government of the former Yugoslav Republic of Macedonia - General Secretariat. In this Budget for 2008, 15.000.000 denars will be transferred to CSOs on the basis of Public Call and decision of the Government.

According to the Rulebook for Internal Organization of the General Secretariat, the responsibilities of the Unit are:

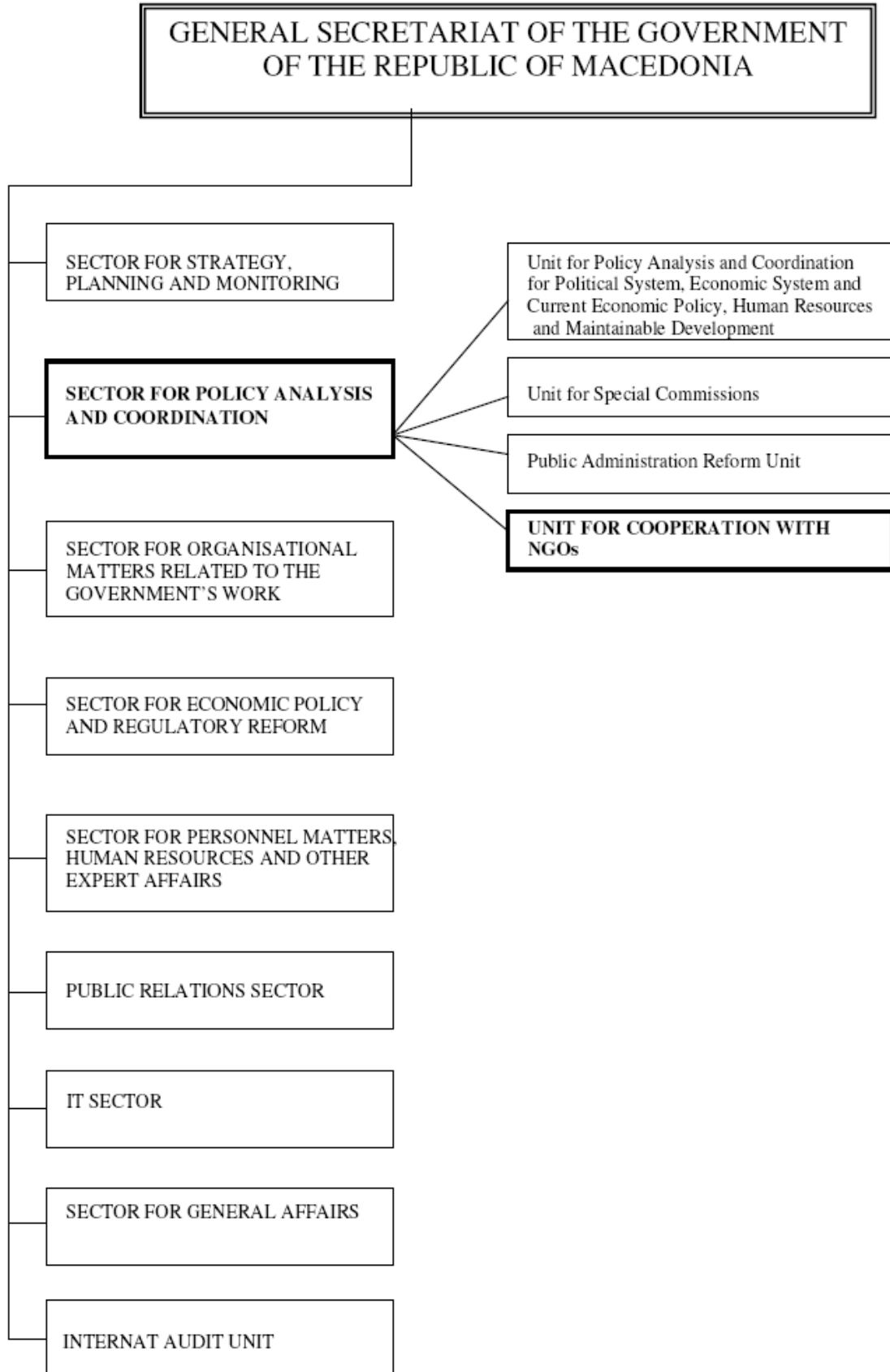
- Coordination of the implementation of the Strategy for Cooperation of the Government and the Civil society, as well as creating mechanisms for promoting the liaison between the Government and the civil society;
- Preparing a review of the legislation, continuous update, proposing initiatives to the Government and the relevant ministries in order to instigate drafting of new legislation for the civil society in the former Yugoslav Republic of Macedonia;
- Monitoring of international legislation in particular countries that might enable further development of the civil society, to perform comparative analysis and suggest amendments to the legal framework of the former Yugoslav Republic of Macedonia in compliance with the standards of the European Union;
- Mediating the inter-ministerial cooperation as well as of the other state authorities and the civil society, and monitoring and upgrading the cooperation with the civil society in the former Yugoslav Republic of Macedonia;
- In accordance with legislation, actively participating in the cooperation with the relevant ministries (managing projects) by organizing public debates on relevant legislation, projects, and initiatives;
- Providing the administrative support to the Committee for Allocating financial resources from the Budget of the former Yugoslav Republic of Macedonia for

- partial funding of public-interest projects, which are to be implemented by the civil society;
- Maintaining cooperation with the organizations and the institutions of the civil society ;
  - Considering a holistic approach in addressing citizen's needs in Government policy- making process;
  - Providing education/training for the civil servants and the representatives of the local self-government in order to acquire essential knowledge and skills, necessary to obtain transparent and accountable partnership relations with the civil society representatives;
  - Establishing a network for continual and timely information regarding the civil society in reference to all national and local level activities;
  - Organizing regional conferences and similar events in order to exchange experiences with other EU candidate states, including those accessioned this year for modes of cooperation of their governments and the civil society, as well as participating to such events organized by the counterpart countries.

The Unit will carry out its responsibilities through the implementation of the mutual strategic goals supporting the development of the civil society, specified in the Strategy for Cooperation with the Civil Society addressing the following:

- Enabling a more favourable legal framework for the development of the civil society;
- Participation of the civil society in the decision-making process;
- 
- Creating more favourable conditions for sustainability of the civil society;
- Involvement of the civil society in the process of integration in the European Union;
- Maintaining inter-institutional cooperation;
- Maintaining inter-departmental cooperation;
- Continuous development of the civil society.

## Diagram of organization



## **ANNEX 4 - Reference to laws, regulations and strategic documents**

### **Reference list of relevant laws and regulations**

Key laws and regulations on the sector:

- Constitution of the former Yugoslav Republic of Macedonia, 1991 (amended 1992, 1998, 2001, 2003, 2005);
- Strategy for Cooperation of the Government with the Civil Society, 2007;
- Law on Government, 2000 (amended 2003, 2005, 2006, 2007);
- Rules of Procedure for Operation of the Government, 2001 (2008-consolidated text);
- The Methodology on Policy Analysis and Co-ordination, 2006;
- Law on Civic Association and Foundations, 1998, 2007;
- Law on Sponsorship and Donations, 2006;
- Law on Voluntary Work, 2007;
- Law on Prevention of Corruption, 2002 (amended 2004, 2006, 2008);
- State Programme for Prevention and Repression of Corruption, 2007;
- Ohrid Framework Agreement, 2001;
- Law on Local Self-Government, 2002;
- Decade for Roma inclusion 2005 – 2015;
- National Strategy for Roma in the former Yugoslav Republic of Macedonia;
- National Strategy on HIV/AIDS 2007 – 2011;
- National Strategy on Drugs Control 2007-2012.

### **Reference to AP/NPAA/SAA/Progress Report**

Reference to **Accession Partnership** (2007-2008): The program will address the following AP priority: “Implement effectively the measures adopted to ensure transparency in the administration, in particular in the decision-making process, and further promote active participation by civil society”.

Reference to **National Plan for Adoption of Acquis** (2008): The Plan has following priorities with regard to civil society: “The Strategy and Action Plan, adopted in 2007, for cooperation between the Government and the civil society will be realised. The Strategy and the Plan contain detailed measures and activities classified in line with the following strategic goals: upgrading the legal framework, participation of the civil society in policy-making, accomplishing inter-institutional and inter-ministerial cooperation, inclusion of the civil society in the EU integration process, creating conditions for financial sustainability and permanent development of the civil society. According to the Strategy, the Government has adopted the Code of Good Practices for financial support of associations of citizens and foundations, as a basis for transparent funding of non-governmental organisations' projects by the Government. According to the Action Plan, a new Law on Associations of Citizens and Foundations will be adopted. For the purpose of promotion of the system for consultation of the interested parties in the preparation of the legislation, the Rules of Procedure of the Government will be amended with the obligation for the draft laws to be available to the public through the ministries' web-sites.”

Reference to **SAA** (2001): The program addresses the objectives of the SAA for “the development of civic society and democratisation”.



Reference to the **Progress Report** (2008): The progress report makes the following evaluation: “With regard to freedom of assembly and association, the legal framework meets most international standards. There were no particular developments. Implementation of the Government’s strategy and action plan for cooperation with civil society organizations is progressing. The transparency of the criteria for allocation grants from the state budget to CSOs has improved through the public announcement of the call for proposals, the selection criteria and the results. An important step forward in opening new potential sources of financing for CSOs was taken: the adoption of the implementing legislation for the law on sponsorship and donations now allows companies and physical persons to donate part of their income tax. The implementation of the law is slowly progressing, despite the complex administrative requirements. However, involvement of civil society in the policy development process and in legislative drafting is minimal. Civil society organizations remain heavily dependent on foreign funding. The lack of sufficient financial resources is a serious constraint on their ability to deliver more professional and service-oriented activities. Government initiatives to support civil society development, such as tax relief, have not been forthcoming.”

#### **Reference to MIPD**

**Multi-Annual Indicative Planning Document** (2008-2010) refers to: “Key challenges to be supported through financial assistance are: ... strengthen the civil society dialogue”; “Increased attention will be given to strengthening Civil Society dialogue and development”; “As the country is on its way towards accession, it is imperative in terms of sustainability and public acceptance to ensure that this process is managed in a democratic and transparent way, thus seeking the broad participation of the civil society in the overall process. Therefore, pre-accession assistance shall help strengthening the civil society dialogue and development. This will be done, on the one hand, by treating civil society as a cross cutting issue in the various projects, but on the other hand, also by supporting separate activities directly targeting at the civil society. In particular, attention will be given to the implementation of the civil society strategy, and strengthening the capacities of the civil society organisations”.

#### **Reference to National Development Plan**

N/A

#### **Reference to national / sectoral investment plans**

The project directly links to the following strategies and action plans in the sector:

- Strategy for cooperation of the Government with the Civil Society, 2007
- Action plan for implementation of Strategy for cooperation with CSOs, 2007
- Strategy for Equitable Representation, 2007
- Strategy of Reforms of Public Administration, 1999
- Decade for Roma inclusion 2005 – 2015
- National Strategy for Roma in the former Yugoslav Republic of Macedonia
- National Strategy on HIV/AIDS 2007 – 2011
- National Strategy on Drugs Control 2007-2012

## **ANNEX 5 - Details per EU funded contract**

### **Management and contracting arrangements**

#### **Project Management and Administration**

-CFCD is in charge of tendering, contracting and payments of EU funded projects and of overall supervision of projects implemented under DIS in the former Yugoslav Republic of Macedonia

-The SPO is responsible for preparation and technical management of the project and for managing the project team within the General Secretariat

-The working group for technical implementation of transition assistance and institution building component within the General Secretariat and Unit for cooperation with NGOs will be responsible for tasks connected with programming, technical implementation of the project, monitoring and reporting and their coordinator is SPO.

#### **The expected contracting arrangements are as follows:**

- Approximately 20 grants will be signed after maximum two calls for proposals for the different areas. The contracts will be for a period of 12 to 18 months and following the experience of IPA 2008 their value will range from 30 000 (minimum amount) to 150 000 Euro (maximum amount). The overall budget for the project is Euro 1 666 666. The total budget available from IPA for the grants is 1 500 000 Euro. The final grant beneficiaries will co-finance minimum 10% of the overall budget of their individual grant amount.