

1. Basic information

- 1.1 CRIS Number:** 2010/022-265
- 1.2 Title:** Preparatory measures for participation in Lifelong Learning and Youth in Action programmes
- 1.3 ELARG Statistical code:** 04.65
- 1.4 Location:** Nation wide

Implementing arrangements:

1.5 Contracting Authority

European Union represented by the European Commission for and on behalf of the former Yugoslav Republic of Macedonia.

1.6 Implementing Agency

The European Commission's Directorate-General for Education and Culture has the overall responsibility for the programme.

1.7 Beneficiary (including details of SPO):

The beneficiary of the programme will be the "National Agency for European Educational Programmes and Mobility" of the former Yugoslav Republic of Macedonia, as national agency in charge of the implementation of the Lifelong Learning and Youth in Action Programmes. The National Agency cooperates with the Ministry of Education and Science which is the national authority.

| | |
|--------------------------|--|
| Name of the organisation | National Agency for European educational programmes and mobility (Национална Агенција за Европски образовни програми и мобилност) |
| Street address | Porta Bunjakovec A2-1 |
| Postcode/Town | MK* - 1000 Skopje |
| Telephone | +389 2 3103 730 |
| Fax | +389 2 3109 043 |
| Web page | www.na.org.mk |

The grants will be awarded on the basis of Art. 168.1 (c) of the Implementing Rules (direct award) - the beneficiary having a de jure monopoly.

Person responsible for signing the grant agreements: Mr Bosko Nelkoski, Director of the National Agency for European Educational Programmes and Mobility, bosko.nelkoski@na.org.mk

Contact person within the National Authority: Ms. Nadica Kostoska, SPO, Ministry of Education and Science
nadica.kostoska@mon.gov.mk

Financing:

1.8 Overall cost (VAT excluded)¹: EUR 2 600 000

1.9 EU contribution: EUR 2 000 000

1.10 Final date for contracting:

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

1.11 Final date for execution of contracts:

Two years from the final date for contracting

1.12 Final date for disbursements:

One year after the final date for execution of contracts

2. Overall Objective and Project Purpose

2.1 Overall Objective:

The overall objective of the project is to give support to the beneficiary to participate in the preparatory measures of the Lifelong Learning and Youth in Action programmes.

2.2 Project purpose:

The purpose of the project is, on the one hand to finance the costs of the country's participation in the preparatory measures of the Lifelong Learning and Youth in Action programmes, and, on the other hand, to strengthen the capacity of the relevant administrative bodies to ensure proper participation of the beneficiary in the preparatory measures of the Lifelong Learning and Youth in Action programmes. The preparatory measures would have three main purposes :

- preparing the national agency (capacity building) to manage the programmes (complete the recruitment and training of the staff);
- information campaigns for the potential beneficiaries (translation and publication of the main documents, publication of leaflets, seminars, etc.);
- participation in pilot activities.

2.3 Link with AP / NPAA / EP/ SAA

2.3.1 Link with AP

Chapter 26: Education and Culture

- Complete the legislative and administrative framework for the management of the Lifelong Learning and Youth in Action programmes and strengthen the implementing bodies.

2.3.2 Link with NPAA

This project is in correspondence with NPAA 2009 article 3.26.

¹ The total cost 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.

Mid-term priorities:

- Signing of the Declaration of Assurance by the Ministry of Education and Science. With the Declaration of Assurance, the Ministry will confirm the readiness of the National Agency for European Educational Programmes and Mobility to manage the programmes and the funds of EU;
- Accreditation of the National Agency for full decentralised management of Lifelong Learning and Youth in Action programmes;
- Signing of the Memorandum of Understanding for the Lifelong Learning and Youth in Action programmes;
- Human resource capacity enhancement of the National Agency.

2.3.3 Link with EP

N/A

2.3.4 Link with SAA

N/A

2.4 Link with MIPD

The MIPD 2009 - 2011 foresees pre-accession assistance in support of institutional capacity building for acquis transposition and implementation according to the priorities identified in the Accession Partnership, the screening reports and subsequent negotiations in the different chapters of the acquis. The MIPD foresees modernisation of the educational and training system through improvement of Human Resources Management, development of high performance and quality skills in Union Programmes, LLP and YiA, in accordance to their general objectives. In addition to the mobility, development of the key competences is basic referent measure in order to undertake the activities within the programmes. The participation in the programmes is open to all institutions and individuals regardless of their ethnic, confessional, gender or other orientation. With regards to the development of lifelong learning, the projects realised through the activities of the Lifelong Learning Programme will contribute to successful implementation of the lifelong learning strategy in the country and will foster international cooperation in the realm in question.

2.5 Link with National Development Plan

N/A

2.6 Link with national/ sectoral investment plans

N/A

3. Description of project

3.1 Background and justification:

Participation of candidate countries in Union programmes is an essential element of the pre-accession strategy. It aims at familiarising the candidate countries to the EU policies and working methods.

Encouraged by the European integration process, the former Yugoslav Republic of Macedonia is currently in a process of social, political and economic development. Participation in programmes of the EU will enhance the recognition and understanding of the challenges posed by the European integration process.

The country participates in the Lifelong Learning and Youth in action programmes through implementation of certain actions of the sectoral programmes as part of preparatory measures for these Union Programmes. Most of the activities of these programmes are managed by national structures established by the participating countries, to which the European Commission entrusts wide implementation tasks, including promotion, support, selection, contracting, payment, monitoring of projects. Full participation in these programmes is therefore conditional to the fulfilment of requirements concerning the capacity of these national structures (called the "national agencies"), to ensure sound financial management of the programmes.

Such requirements make necessary that the former Yugoslav Republic of Macedonia implements preparatory measures of the Lifelong Learning and Youth in Action Programmes with the assistance of the European Commission Directorate General for Education and Culture, which is in charge of these programmes. Consequently, the Parliament of the former Yugoslav Republic of Macedonia in September 2007 has adopted a Law for Establishment of the National Agency for European Educational Programmes and Mobility responsible for promotion and implementation of the respective Union programmes. Through the implementation of the activities planned within the Work Programme October 2008-December 2009, National Agency has performed the initial step of promotion and implementation in the frames of planed activities under the preparatory measures phase. The preparatory measures phase will be further extended in 2010 and in 2011 through the introduction of additional action from both programmes. The evaluation of the respective actions is expected to lead to accreditation of the National Agency at the end of 2011.

The National Agency with the realisation of the programmes' activities contributes towards the development of knowledge based society, sustainable economic development, more and better jobs and greater social cohesion, while at the same time providing better exchange, cooperation on international level and mobility in the realm of education and training.

With regards to the performance of the National Agency for European Educational Programmes and Mobility, positive assessment was given in the 2009 Report of the European Commission. As it is stated, "Progress has been made by the National Agency for the European Educational Programmes to build its capacity as the implementing body for the Lifelong Learning and Youth in Action Programmes...". The Commission, in general, also concludes that there is progress and development in the area of Education and Culture in the former Yugoslav Republic of Macedonia and stresses the room for further efforts to be undertaken in this sphere.

The report also suggests that there is substantial need for higher investments in the educational sector of the country with regards to effective implementation of the planned strategies. This is to contribute towards implementation of the national reform strategy which will improve the achievements for the EU common educational benchmarks 2020.

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

The managerial capacity of the National Agency to implement these programmes is to be assessed by the European Commission and by the national authorities.

The process of assessment will consider the fulfilment of the project goals with regards to the objectives set, such as the promotion of high performance, innovation and the European dimension in systems and practices in the educational realm, the improvement of the quality, attractiveness and accessibility of the opportunities for Lifelong Learning and Youth in Action programmes available within Member States, the promotion of creativity, competitiveness, employability and the growth of an entrepreneurial spirit, the promotion of language learning and linguistic diversity, the support of the development of innovative ICT-based content, services, pedagogies and practices for Lifelong Learning, etc.

The successful achievement of the objectives concerned, combined with respective projects' valorisation is to improve the cross border cooperation, provide wider engagement and cooperation at international level, ensure sustainability and continuous upgrade of the actions and their impact in the educational system.

Participation of the former Yugoslav Republic of Macedonia in Lifelong Learning and Youth in Action programmes is to support and upgrade the educational reforms and improve the standards and performance of the national educational system.

3.3 Results and measurable indicators:

Expected Results

The project implementation shall generate the following results:

- The beneficiary participates in the preparatory measures of the Lifelong Learning and Youth in Action programmes as outlined in the Project Fiche;
- The beneficiary achieves appropriate participation in the Lifelong Learning and Youth in Action programmes in line with the provisions outlined in the respective MoUs.

Measurable indicators:

Qualitative assessment of the beneficiary's participation in the Lifelong Learning and Youth in Action programmes will be done through the evaluation reports provided by DG Education and Culture responsible for the management of the programmes.

3.4 Activities:

The aim is to finance the participation of the beneficiary in the preparatory measures of the Lifelong Learning and Youth in Action programmes in 2011.

- Contract 1.1 Lifelong Learning programme;
- Contract 2.1 Youth in Action programme.

The contracting arrangements are as follows:

Following a request by the beneficiary, the European Commission signs one or more grant contracts with the beneficiary. All contracting and payments are expected to be done during the first quarter 2011.

If need arises, a part of the funds may be used also for specific preparatory or accompanying measures for the programmes which require prior administrative and/or legal preparations, to build capacity for their implementation. In this case, the implementation modalities will be specified in the grant contract.

3.5 Conditionality and sequencing:

A work plan will be prepared by the former Yugoslav Republic of Macedonia in consultation with the European Commission (Directorate General for Education and Culture), which will be attached to the grant agreement.

The minimum requirements with regards to the internal control standards applicable to the national agencies and to their management of the projects should be fulfilled before the Commission transfers to the national agency the funds allocated to the pilot projects

3.6 Linked activities

The National Agency for European Educational Programmes and Mobility implements the Preparatory measures for the Lifelong Learning and Youth in action programmes from IPA assistance 2007/2009. Under this assistance the National Agency for European Educational Programmes and Mobility has signed the following two contracts with the European Commission:

I. Commission National Agency Grant Agreement No 2009-SI2.11429 for the operational implementation of the preparatory measures for the Youth in Action Programme

Both sides have signed the agreement on 23.04.2009 from National Agency and on 28.04.2009 from European Commission

The total amount is EUR 250 000: EUR 180 000 for operating budget and EUR 70 000 for pilot projects grant EUR 70.000.

II. Commission National Agency Grant Agreement No 2009-0146 for the operational implementation of the preparatory measures for the Lifelong Learning Programme

Both sides are signing the agreement on 20.02.2009 from National Agency and on 23.02.2009 from European Commission

Total amounts, EUR 650 000, for operating budget EUR 488 350 and for pilot projects grant EUR 161 650.

The contracts contain a series of measures that strengthen the administrative capacities of the agency through pilot project phase. The following actions were implemented in the course of 2009: Preparatory visits and In service training from Lifelong Learning Programme and Action 1.1 Youth exchange 2 European Volunteering service 4.3 Training and Networking from Youth in Action Programme all in regards to mobility of the national beneficiaries.

In 2009 a joint working group was established with members from the National Agency, Secretariat of European Affairs and the Ministry of Education and Science, for the purpose of better coordination and planning.

Up to date, nearly 90% of the planned activities foreseen in the Work Programme 2008/9 have been realised.

In 2010 further steps are planned related to implementation of partnership projects and other actions from both programmes. This will lead towards the accreditation of the Agency in 2010 and full participation in both programmes in 2011.

3.7 Lessons learned

Thus far, the experiences have shown that the preparatory phase has fulfilled its mission in terms of providing good conditions for furthering participation of the country in preparatory measures of the Lifelong Learning and Youth in Action programmes. The obstacles faced by the agencies that implement these Programmes in the incipient years were overcome and effective management of the programmes has been provided.

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 | | | | | | | | | | | | | |
| Contract 1: Lifelong Learning | X | | 2 000 000 | 2 000 000 | 1 580 000 | 79 | 420 000 | 21 | | | | | |
| Contract 2: Youth in Action | X | | 600 000 | 600 000 | 426 000 | 71 | 174 000 | 29 | | | | | |
| TOTAL IB | | | 2 600 000 | 2 600 000 | 2 000 000 | 77 | 600 000 | 23 | | | | | |
| TOTAL INV | | | | | | | | | | | | | |
| TOTAL PROJECT | | | 2 600 000 | 2 600 000 | 2 000 000 | 77 | 600 000 | 23 | | | | | |

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))

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

| Contracts | Signature of grant contract | Reimbursement |
|--------------|-----------------------------|---------------|
| Contract 1.1 | Q1 2011 | Q2 2011 |
| Contract 2.1 | Q1 2011 | Q2 2011 |

6. Cross cutting issues:

The cross-cutting issues will be addressed throughout the project. Up to 10% of the budget of the service contract for tender support supervision and training may be allocated to assist the different beneficiaries to comply with European standards and best practices, implement relevant existing Government strategies and develop internal measures to ensure each cross-cutting issue is appropriately mainstreamed.

Throughout the project cycle, in particular when developing project ToR, state actors specifically addressing (one of) the cross cutting issues shall be consulted.

The mainstreaming of the cross cutting issues is regarded on two different levels: (a) Ensuring that the internal policies, structure or operating procedures of the beneficiary agency will conform to and promote the relevant principles outlined per section below and (b) ensuring that the products, outputs produced by the beneficiaries (e.g. laws, regulations, policies, and strategies) will conform to and promote the relevant principles outlined per section below.

6.1 Equal Opportunities and non-discrimination

The Director of the National Agency should ensure that the principle of equal opportunity is duly respected in the staff policy of the National Agency.

In the implementation of the Lifelong Learning and Youth in action programmes (actions projects within the sectoral programmes), due regard shall be paid to ensuring that they contribute fully to promoting equality between men and women and combating all forms of discrimination based on sex, racial or ethnic origin, religion or belief, disability, age or sexual orientation. Particular efforts shall be made with regard to learners with special needs and young people who have particular difficulties taking part in the programmes for educational, social, physical, psychological, economic or cultural reasons or because they live in remote areas.

6.2 Environmental consideration

N/A

6.3 Support to minorities and vulnerable groups

These Union programmes encourage and support the inclusion of vulnerable groups, such as the students with special educational needs and disabilities and participants from the rural and undeveloped areas of the country.

The project does not directly involve activities with a minorities' impact. See however point 6.1 on equal opportunity.

6.4 Civil Society development and dialogue

N/A

6.5 Good governance, with particular attention to fight against corruption

The National Agency, during the two periods/phase of implementation of the Union programmes, is continuously working on implementation of the ISO standardisation in

the area of document management and is performing consistent execution the procedures for the implementation of the sectoral programmes and their respective actions.

ANNEX I - Log frame in standard format

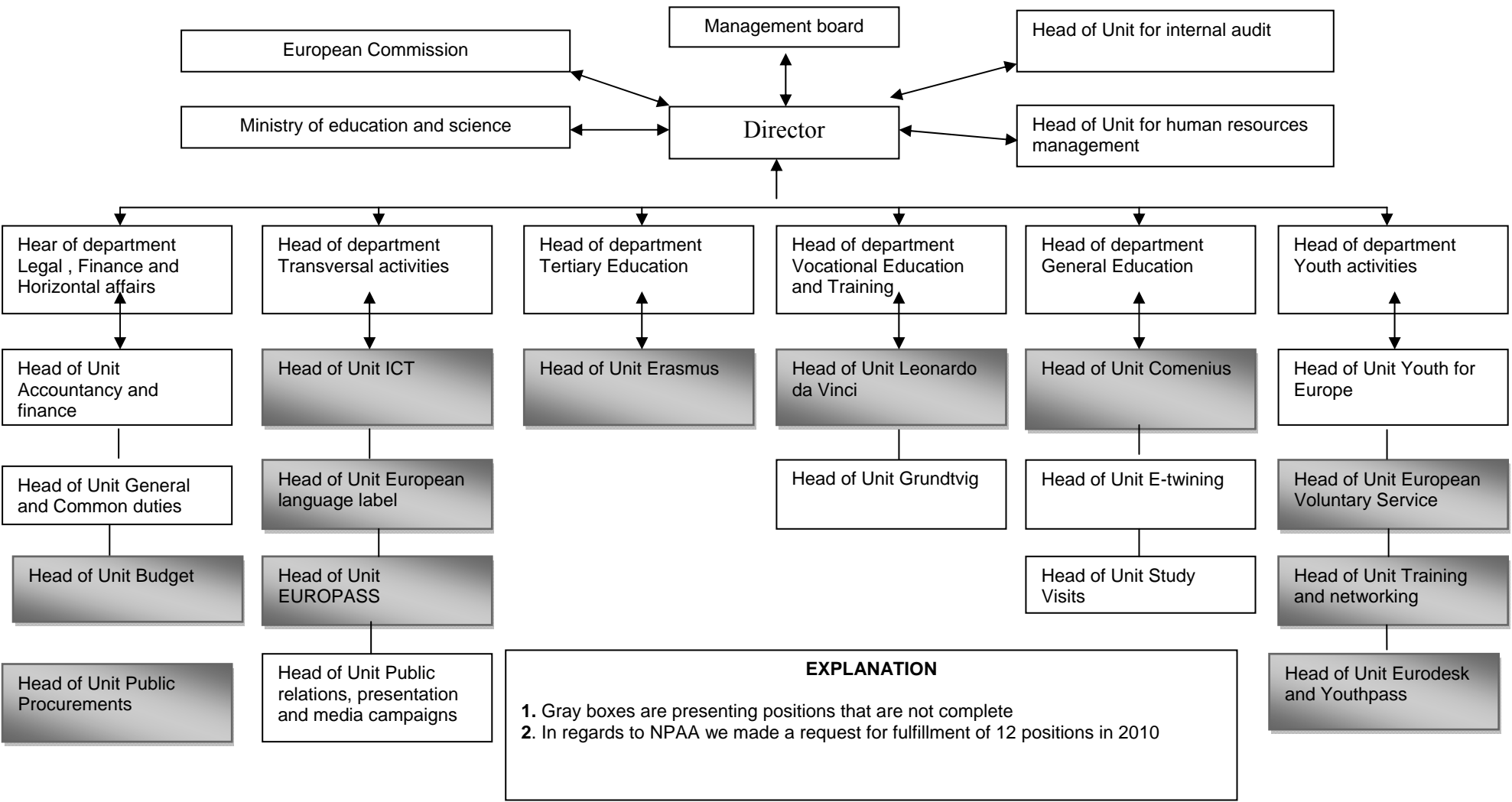
| | | | |
|--|--|--|---|
| LOGFRAME PLANNING MATRIX FOR Project Fiche: Participation in Lifelong Learning and Youth in Action programmes | | Programme name and number: National Programme for the former Yugoslav Republic of Macedonia under the IPA Transition Assistance and Institution Building Component for 2010 CRIS number : | |
| | | Contracting period expires two years from the date of the conclusion of the Financing Agreement | Contracting period expires two years from the date of the conclusion of the Financing Agreement |
| | | Total budget: EUR 2 600 000 | IPA budget: EUR 2 000 000 |
| Overall objective | Objectively verifiable indicators | Sources of Verification | |
| The overall objective of the project is to give support to the beneficiary to participate in the preparatory measures of the Lifelong Learning and Youth in Action programmes. | Not applicable | Not applicable | |
| Project purpose | Objectively verifiable indicators | Sources of Verification | Assumptions |
| The purpose of the project is to finance the costs of the country's participating in the preparatory measures of the Lifelong Learning and Youth in Action programmes. | Payment to the beneficiary in order to finance the costs of the country's participation in preparatory measures of the Lifelong Learning and Youth in Action programmes for 2011. | CRIS | None |
| Results | Objectively verifiable indicators | Sources of Verification | Assumptions |
| <ul style="list-style-type: none"> - The beneficiary participates in the preparatory measures of the Lifelong Learning and Youth in Action programmes as outlined in the Project Fiche; - The beneficiary should achieve appropriate participation in the Lifelong Learning and Youth in Action programmes | <ul style="list-style-type: none"> - Number of persons participating in the Lifelong Learning and Youth in Action programmes; - Number of persons participating in the Lifelong Learning and Youth in Action programmes relative to the respective costs; - Number of projects; - Number of projects relative to the respective costs; | Evaluation reports provided by DG Education and Culture responsible for the management of the programmes. | None |

| | | | |
|---|--|---|--|
| | – Comparison of these indicators with past experience and other beneficiaries. | | |
| Activities | Means | Costs | Assumptions |
| To finance the participation of the beneficiary in the preparatory measures of the Lifelong Learning and Youth in Action programmes | | | The request for grants are made in time. |
| Lifelong Learning programme (2011) | Grant with the beneficiary | IPA funds are EUR 1 580 000 and EUR 420 000 is co-financing | |
| Youth in Action (2011) | Grant with the beneficiary | IPA funds are EUR 426 000 and EUR 174 000 is co-financing. | |

ANNEX II - Amounts (in EUR) contracted and disbursed per Quarter over the full duration of the Programme

| Contracted | 2011 | | | | 2012 |
|------------------|------------------|----|----|----|------|
| | Q1 | Q2 | Q3 | Q4 | Q1 |
| Contract 1.1 | 2 000 000 | | | | |
| Contract 2.1 | 600 000 | | | | |
| Cumulated | 2 600 000 | | | | |
| Disbursed | | | | | |
| Contract 1.1 | 2 000 000 | | | | |
| Contract 2.1 | 600 000 | | | | |
| Cumulated | 2 600 000 | | | | |

ANNEX III - Description of Institutional Framework



ANNEX IV - Reference to laws, regulations and strategic documents:

Reference to laws, regulations and strategic documents:

- Decision No 1719/2006/EC of the European Parliament and of the Council of 15 November 2006 establishing the "Youth in Action" programme for the period 2007 to 2013;
- Decision No 1720/2006/EC of the European Parliament and of the Council of 15 November 2006 establishing an action programme in the field of lifelong learning;
- Commission decision relating to the respective responsibilities of the Member States, the Commission and the National Agencies in implementation of the Lifelong Learning Programme (2007-2013);
- Commission decision relating to the respective responsibilities of the Member States, the Commission and the National Agencies in implementation of the Youth in Action Programme (2007-2013);
- Council decision of 20/02/2006 (2006/145/EC) on the principles, priorities and conditions contained in the Accession Partnership with the former Yugoslav Republic of Macedonia and repealing Decision 2004/648/EC;
- Multi-annual Indicative Planning Document for the former Yugoslav Republic of Macedonia (2007/2009);
- Council Regulation of 17 July 2006 (1085/2006/EC) establishing an Instrument for Pre-Accession Assistance (IPA);
- Commission Regulation of 12 June 2007 (718/2007/EC) implementing Council Regulation (EC) No 1085/2006 establishing an instrument for pre-accession assistance (IPA).

Reference to AP / NPAA / EP / SAA

Reference to AP

Chapter 26: Education and Culture

- Complete the legislative and administrative framework for the management of the Lifelong Learning and Youth in Action programmes and strengthen the implementing bodies.

Reference to NPAA

This project is in correspondence with NPAA 2009 article 3.26.

Mid-term priorities:

- Signing of the Declaration of Assurance by the Ministry of Education and Science. With the Declaration of Assurance, the Ministry will confirm the readiness of the National Agency for European Educational Programmes and Mobility to manage the programmes and the funds of EU;
- Accreditation of the National Agency for full decentralised management of Lifelong Learning and Youth in Action programmes;
- Signing of the Memorandum of Understanding for the Lifelong Learning and Youth in Action programmes;
- Human resource capacity enhancement of the National Agency.

Reference to EP

N/A

Reference to SAA

N/A

Reference to MIPD

The MIPD 2009 - 2011 foresees pre-accession assistance in support of institutional capacity building for acquis transposition and implementation according to the priorities identified in the Accession Partnership, the screening reports and subsequent negotiations in the different chapters of the acquis.

B - Education and training - investing in human capital through better education and skills

- *Modernising the educational and training system:* IPA will intervene to support the implementation of the reforms in this area, also by fostering the involvement of relevant stakeholders, in particular to enhance the quality and the promotion of knowledge, research and innovation to obtain a better match between education and labour market needs, and with a view to innovation and the knowledge-based society by fostering the involvement of relevant stakeholders;
- *Enabling access to quality education for ethnic communities:* A specific priority concerns ensuring access to education, and to quality education, to all ethnic communities, in particular ethnic Albanians and Roma;
- *Developing adult education and lifelong learning:* Pilot projects, also in terms of studies and consultation of different stakeholders, in particular social partners, can be founded to pave the way to the lifelong learning strategy and favour its implementation.

Reference to National Development Plan

N/A

Reference to national/ sectoral investment plans

N/A

ANNEX V - Details per EU funded contract

The expected contracting arrangements are as follows:

The contracting arrangements are as follows:

Following a request by the beneficiary, the European Commission signs one or more grant contracts with the beneficiary. All contracting and payments are expected to be done during the first quarter 2011.

If need arises, a part of the funds may be used also for specific preparatory or accompanying measures for the programmes which require prior administrative and/or legal preparations, to build capacity for their implementation. In this case, the implementation modalities will be specified in the grant contract.