

SIGNATURE PAGE

UNDP Kosovo

CP Outcome

Effective judicial and policing institutions established and contribute to increased personal security

CO Outcome indicator

Percentage of people satisfied with judiciary and KP performance in Kosovo

Project Outputs

1. Provision of legal advice during development of regulatory framework; 2. Provision of technical advice to relevant strategies and plans; 3. Provision of specialist training; 4. Delivery of specialized equipment; 5. Provision of regular training courses; 6. Implementation of studies; 7. Safer community plans implemented at six sites.

Output Indicators

1. Regulatory framework approved and implemented; 2. Strategies and action plans drafted and timely implemented; 3. Police representatives operational in specialized fields; 4. Capacity of KFA increased in the field of firearms and explosives investigations; 5. Regular police officers fully aware of SALW legislation; 6. Survey accepted by Kosovo Government; 7. Increased public confidence reflected in public pulse.

Implementing partner

UNDP Kosovo

Other Partners

Kosovo SALW commission, Office of Prime Minister; Ministry of Internal affairs, Kosovo Police, Kosovo Forensic Agency, selected municipalities

<p>Programme Period: 2014 – 2015 Programme Component: Crisis prevention and Recovery Project Title: Firearms and Explosives Risk Mitigation (FERM) Project ID: Project Duration: 18 Months Management Arrangement: DEX</p>	<p>Total Budget: 1,126,224.00 USD Allocated Resources:</p> <ul style="list-style-type: none"> • Government of Norway; - 618,544.00 USD • Government of Germany; - 207,680.00 USD <p>Un-funded budget: 300,000.00 USD</p>
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Agreed by UNDP: Mr. Andrew Russell, Resident Representative:



Date: 15-9-14



The application should be sent by email to post@mfa.no, with a copy to the responsible unit for the grant scheme. Please consult the *Guide to grant application* at www.regjeringen.no/fud for more information.

1. Project information (only one project per application)

Name of the grant scheme Chapter 164, Peace, reconciliation and democracy, 71		Responsible unit for the grant scheme (unit in MFA or Embassy) MFA, Western Balkans Section	
Project title Firearms and Explosives Risk Minimization (FERM) Project			
Where will the project take place (area/country)? Kosovo		Total amount applied for (NOK) 3,925,660.00 NOK	Project duration (mm/yyyy – mm/yyyy) September 2014 - September 2015

Sector/ priority area
Security Sector Reform

New project Continuation of previous grant, project no:

Brief project description for statistical purposes, maximum 255 characters

The project aims at increasing citizen security by supporting government to prevent violence and control firearms, with a particular focus on in depth investigation of firearms and explosives related crime incidents.

2. About the applicant

2.1 Contact information

Name and abbreviation United Nations Development Programme (UNDP)			
Address Zagrebi St. No. 39		Postal code 10000	City Pristina
Country Kosovo			
Telephone +38138249066	Fax +381113444300	Email registry.ks@undp.org	Website www.ks.undp.org
Contact person Steliana Nedera		Email steliana.nedera@undp.org	Telephone/mobile phone +38649758893

2.2 Type of organisation (tick one box on each line below)

Norwegian, org. no: Non-Norwegian Multilateral
 Private sector Governmental/Public sector NGO

Other, please specify:

2.3 About the organisation

Brief description of the organisation (size/number of employees, number of years in operation, affiliation to larger networks, etc.)

The United Nations Development Programme (UNDP) is the UN's global development network, advocating for change and helping people build a better life. Since 1999, UNDP has earned a strong reputation as an independent and experienced partner in the effort to rebuild Kosovo. After the initial period of post-conflict reconstruction, it has helped establish and develop local institutions. UNDP is ideally placed to help the Kosovar people and institutions in overcoming these challenges. Its support comes in numerous forms and uses experience gained from developing economies around the world.

Brief description of the organisation's financial situation

2.4 Internal routines

Does the organisation have anticorruption routines? Yes No
Does the organisation have procurement routines? Yes No

If yes, documentation of the routines should be made available upon request.

2.5 Has the applicant received grants from the Norwegian Ministry of Foreign Affairs (including embassies), Norad or Fredskorpset (FK)?

No Yes, once Under this grant scheme Under other grant schemes
 Yes, several times Last project/agreement no.: Last project/agreement no.:

3. About the project

3.1 Cooperating partner (if more than one partner, use attachment)

Name	Ministry of Internal Affairs (MoIA)			Contact person	Mr. Fisnik Rexhepi
Address	Postal code	City	Country		
Luan Haradinaj.	10000	Pristina	Kosovo		
Telephone	Email	Website			
+381 (0) 38 200 19 553	fisnik.rexhepi@rks-gov.net	www.mpb-ks.org			

Type of organisation (tick one box on each line below)

- Norwegian, org. no: Non-Norwegian Multilateral
 Private sector Governmental/Public sector NGO

Other, please specify:

Applicant's previous experience with this partner

UNDP's collaboration with the MoIA has grown substantively over the past decade. UNDP has established itself as a credible and valued source for technical assistance and advice to the MoIA, especially in the fields of women's safety and security, anti-trafficking, reintegration of repatriated person, security sector reform, community safety, and the control of small arms and light weapons.

3.2 Applicant's and partner's/partners' respective roles in the project

Applicant's competence and qualifications in relation to the project's theme, experience from the geographical area concerned, and any other relevant experience

Since 1999, UNDP has earned a strong reputation as an independent and experienced partner in the effort to rebuild Kosovo. UNDP offers comparative advantages, drawing on its global knowledge base, best practices, lessons learnt, and past cooperation. UNDP's flexibility, client-oriented and innovative approach has been useful in adapting our support to Kosovo's changing security environment. UNDP is the technical advisor on this issue since 2008 and has been the lead actor establishing the Department of Public Safety which includes, among others, the Department for Weapons and Explosives. UNDP has also been the main advisor in drafting the SALW control strategy and action plan and related legal framework.

Cooperating partner's/partners' competence and qualifications in relation to the project

As the second most important implementer of the Strategic Sector Security Review in Kosovo, the MoIA is the lead ministry in the fields addressed by this project.

Together with UNDP, the MoIA will implement the activities prescribed in this project through the following departments and institutions: Cabinet of the Minister of Internal Affairs, Secretariat of National Coordinators, Department for European Integration, Department of Public Safety, Kosovo Police and Kosovo Forensic Agency.

Division of roles and description of what the applicant and cooperating partner(s), respectively, can contribute to the project

Given the context, this project will be implemented directly through UNDP. This implies that UNDP takes the final accountability for the use of resources and is responsible for managing, reporting and achieving the expected outputs and objectives of the project.

UNDP will provide technical advice, support south-south cooperation, and facilitate partnerships with other international/regional organizations and programs. The MoIA will apply this technical expertise and integrate it to regulatory frameworks, strategic plans and actions plans.

3.3. Project description

Brief description of the present situation and the need/justification for the project (baseline). Please also describe the project's position in relation to overall strategic plans, if relevant.

The EU 2011 Enlargement Strategy states that "the fight against organized crime remains an important priority for enlargement countries". Kosovo's security, peace and stability are seen as an important factor, not only for the Balkan region, but for Europe. Kosovo's capacities to fight organized crime are improving but still need significant efforts to address these challenges. In the past 13 years, Kosovo has managed to establish institutions and legal frameworks in which human rights of individuals and minorities are assured by law. However, institutions still lack the proper capacities to implement the legal requirements. Legal and policy frameworks in Kosovo are strongly oriented towards response, with very limited focus on prevention.

Kosovo legal frameworks and institutional frameworks are in place regarding small arms control as well as use of explosives. More specialist capacity is needed in order to engage in complex firearms related crime investigations, as well as the investigation of explosives in pre or post blast scenes and this in the light of the fight against organised crime, terrorism and violent extremism. Additionally there is a need in Kosovo to safeguard critical infrastructure and draft relevant legal framework concerning this issue.

It is mandatory that this approach includes the policy makers in the MoIA, as well as increase the cooperation between the Kosovo Police, Kosovo Forensic Agency and investigators, as well as the prosecutor's office.

This proposal is in line with the Intelligence Led Policing strategy against Organised Crime and Terrorism.

This proposal was endorsed by MoIA and the Kosovo Police.

Brief description of the project

This project will take a holistic approach towards implementation of firearms and explosives related policy. On the one hand, UNDP will further support the government in reviewing relevant legal and regulatory framework, strategies and action plans and aligning them with the EU legislation and regulations. On the other hand increase specialist capacities in the field of investigation of firearms and explosives related incidents including relevant actors (Kosovo police, Kosovo Forensic Agency and Prosecutor's office).

1. The project will provide legislative advice during the amendment of the Law on Weapons, the Law on Weapons , Ammunition and Security Related Equipment for Authorised State Security Institutions, Law on Protection of Critical Infrastructure as well as the Law on Civil Use of Explosives;
2. The project will further provide technical advice to the national coordinators during the implementation of the relevant strategies and action plans;
3. The project will implement three specialist training courses based on detailed need assessments implemented by external specialists in the field:

3a: Explosives Investigations

An effective and credible ballistic and explosives investigative capability requires a combination of explosive ordnance disposal (EOD), improvised explosive ordnance disposal (IEDD), explosive ordnance engineering (EOE) and explosive/ballistic forensic science knowledge and expertise. An integrated team and organizational approach is key to being able to: 1) collect, collate and examine evidence to judicial standards; 2) analyze incident details in order to identify tactical and technical trends; 3) disseminate information on tactics and trends to reduce the risk of re-occurrence and 4) develop an effective and integrated procedural response to incidents. There is little point in examining just one component of a system in isolation. The training will address Kosovo Police, Investigators, and the Kosovo Forensic Agency as well as Prosecutors.

3b . Firearms Investigations

The training is based on the premise that the successful investigation of firearm related crimes is dependent upon the effective management of information found on the inside and on the outside of a gun – or in other words, the ballistics data for matching and the identifying data for crime gun tracing. The training will address 13 tasks involving people, processes, and technology that are critical to managing this information and achieving firearm crime solving success. It will further address the logistics of illicit arms trade and the measures to successfully identify, analyze and investigate cases of illicit arms trade in firearms (including trends, patterns, and modus operandi) as well as further enhance capacity to engage in joint investigations. The training will address Kosovo Police, Investigators, the Kosovo forensic Agency and Prosecutors

3c. Wound ballistics

Building further the professional capacity (besides ballistic identification, trajectory study and Gun residue analysis) within the ballistics section of the Kosovo Forensic Agency, a course and certification on wound ballistics will be provided to KFA.

4. The project will provide the required equipment necessary for measuring bullet velocity, upgrade the capacity of the explosives section in the KFA upon recommendations of the needs assessment(see above 3a) and supporting equipment for wound ballistics.
5. At the same time it is foreseen to implement a study on confiscated ammunition in order to assist in the identification of the illegal market as well as entry/exit routes of illicit arms and ammunition in Kosovo.
6. Upon request of Kosovo Police, the project will further provide training for regular police officers on identification of weapons, related legislation and train the Department for Intelligence Analysis within the Kosovo Police in analyzing arms related crime. As well as drafting the arms related criminality report in accordance with the Law on Weapons, presenting this to the Minister of Internal Affairs in accordance with the Law on Weapons and use it as a reference document for tactical and operational planning by the Tasking and Coordination Working Group in accordance with the Intelligence Led Policing strategy.
7. Last but not least, the project will assist in the provision of guidelines concerning firearms and explosives risk minimization in accordance with Communication from the EU Commission to the Council and the Parliament- Firearms and the internal security of the EU: protecting citizens and disrupting illegal trafficking.

Describe the target group of the project, and to what extent the target group participates in the project implementation
The target groups of this project are divided into four main pillars:

1. MoIA, and Department of Public Safety;
2. the Kosovo Police;
3. Prosecutor's Office;
4. Kosovo Forensic Agency.

If relevant, status from earlier phase(s) of the project, including status for reporting to the Ministry of Foreign Affairs

In the past 5 years, the following projects we implemented in direct partnership with the MoIA and will contribute to the success of this project:

- 1) Kosovo Small Arms Control Initiative (since 2008): Supports Kosovo institutions to control the widespread possession and circulation of small arms and light weapons and to increase community safety.

4. Implementation plan

The implementation plan should provide an overview of the project activities, if relevant with an indication of milestones for important events/results. The implementation plan may be provided in a separate attachment to the application. Milestones are to be marked with Mxx in the number column, and given a planned end date (dd/mm/yy).

Number	Milestones, activities	Responsible party	Planned start date	Planned end date
ACT 1	Legislative Advice (see implementation plan in Annex)	UNDP	01/09/14	01/09/15
M01	Legal framework hamonized with EU legislation	UNDP	01/09/14	01/05/15
ACT 2	Technical advice during implementation strategies	UNDP	01/09/14	01/09/15
ACT 3	Training explosive and firearm s investigation	UNDP	01/09/14	01/09/15
Mo3.1.	Report for needs assessment explosives published	UNDP	01/09/14	01/10/14
Mo3.2	Detailed curriculum for training explosives investigation	UNDP	01/10/14	01/11/14
Mo3.3	Report for needs assessment firearms published	UNDP	01/09/14	01/11/15
Mo3.4.	Detailed curriculum for training wound ballistics	UNDP	01/09/14	01/10/14
ACT 4	Provision of relevant equipment for Kosovo Forensic Agency	UNDP	01/01/15	01/02/15
Mo4.1.	TOR for procurement published	UNDP	01/11/14	01/12/14
Mo4.2.	Equipment delivered	UNDP	01/01/15	01/02/15
ACT 5	Implementation of ammunition study	UNDP	01/09/14	01/11/14
ACT 6	Provision firearms related training for Kosovo Police	UNDP	01/10/14	01/03/15
Mo6.1	Curriculum on weapons identification approved	UNDP	01/10/14	01/10/14
Mo6.2	Curriculum on weapons related legislation approved	UNDP	01/10/14	01/10/14
ACT 7	Firearms Risk Minimization	UNDP	01/04/15	01/09/15
Mo7.1.	Guidelines for Firearms Risk Minimization published	UNDP	01/04/15	01/05/15

5. Goal hierarchy

Use short sentences/lists of bullet points when filling out the table, if relevant with reference to other parts of the application. See *Guide to grant application* for more information. The goal hierarchy may be provided in a separate attachment to the application.

5. Development goal/intended impact on society. One goal only.

Long-term desired effect

Increased public safety for Kosovo citizen, Balkan region and European Union

4. Project goal (purpose/intended outcome). One goal only.

The positive effect the project seeks to achieve for the target group

Description

Enhance central and local level capacities in firearms and explosives investigation and minimization of the risk provoked by firearms and explosives.

Indicators of goal achievement

1. % of solved firearms and explosives investigations
2. % of reduction in SALW related crime
3. % of police officers trained in complex firearms and explosives investigations

Prerequisites/risk factors

Prerequisites: Government buy-in.

Risks: Prosecutors less interested in engagement

3. Expected results/services/products (output)

Measurable services/products of the project's activities

Description

- 1) Capacity of the KosovoPolice increased;
- 2) Capacity of KFA increased;
- 3) Capacity of Prosecutor's office increased;
- 4) Better intelligence picture used in intelligence led policing and operations ;
- 5) Increased public safety

Indicators of goal achievement

1. Results of external assessment on procedure, SOPs and implementation of firearms and explosives investigations
2. Nr of complex firearms and explosives investigations implemented;
3. Number of preventive actions implemented;
4. Number of incidents

Prerequisites/risk factors

Prerequisites: Commitment from MoIA and law enforcement institutions/agencies.

Risks: Disproportionate interests at national, regional and local levels;lack of effective co-ordination between institutions.

2. Planned activities

Planned concrete activities in order to obtain the desired results. cf. Implementation plan

Description

1. Provision of legislative advice during development of regulatory framework;
2. Technical advice to the national coordinators during the implementation of the relevant strategies and action plans;
3. Specialist training courses based on detailed need assessments implemented by external specialists in the field and implementation of guided investigations;
4. Provision of mandatory equipment;
5. Training for police officers on legislation and logistics of illicit arms trafficking; 6. Implementation studies.

Resources

Contractual services, local and international consultants, procurement, certification and calibration, hospitality and special events, media costs, audio visual & print production costs, travelling.

Prerequisites/risk factors

Prerequisites: Full engagement relevant institutions

Risks: Different levels of technical knowledge in different institutions

1. Present situation (baseline)

Description of the present situation as a basis for assessing the project's outcome

Description

Contractual services, local and international consultants, procurement, certification and calibration, hospitality and special events, media costs, audio visual & print production costs, travelling.

Indicators (to be linked to indicators specified under 3 *Expected results/output* or, if possible, under 4 *Project goal/intended outcome*)

- 1) Lack of capacity in Directorate for explosives investigations in KP and KFA; 2. High number of incidents; 3. Number of successful joint investigations; 4. Number of solved cases.

Comments to the table, if any

6. The project's sustainability and risk factors

6.1 Give an assessment of the project's sustainability:

The project's local/institutional foundation

UNDP KOSSAC, the predecessor of the FERM project has established sufficient cooperation with the relevant stakeholders in the MoIA, Kosovo Police as well as in the KFA. This project is based upon direct request from the relevant stakeholders and relevant institutions that are in place. The project will make sure that sustainability is further established through creating institutional memory by amending existing or drafting SOP's addressing the outcomes of several trainings. The arms criminality report is a legal requirement of the Law on Weapons. Implementation and progress of the implementation of this project will be monitored and evaluated by the SALW steering committee established by decision of the MoIA.

Participation by different stakeholders and coordination with other actors/donors

MOU for cooperation have been signed between relevant actors engaged in the project. Increased communication tools will be developed upon need during the lifecycle of the project but the main legal bases for implementation are the Criminal Procedure Code of Kosovo. All institutions have a representative in the steering committee which is monitoring and evaluating the implementation of the SALW strategy and action plan.

UNDP will establish, in accordance with its management procedures, the project board which will ensure coordination between the project, donors and stakeholder. Sufficient media attention will be given to the donor contribution.

Other relevant sustainability elements (environmental, technological, economic, socio-economic and cultural aspects, etc.)

Establishing effective partnerships with central and local security actors will be essential to guarantee sustainability. UNDP will support and facilitate the work of project partners in implementing, through local ownership, the security sector reform mechanisms most suitable for Kosovo. UNDP also aims at creating a conducive environment for security sector reform process that can enable an increased capacity of partners and beneficiaries. To guarantee sustainability, the project will also enhance public and stakeholder awareness and participation in the security sector reform process.

Has an Environmental Impact Assessment been carried out?

Yes

No

Comments:

Has a Conflict Sensitivity Assessment been carried out?

Yes

No

Comments:

6.2 Risk factors

Identification of risk factors, including corruption

- 1) Lack of buy-in from government;
- 2) Technical capacities of civil servants are not at the desired level to achieve quick impact;
- 3) High turnover of staff hinder sustainability and creation of organizational knowledge and capacity building within the institutions;
- 4) Disproportionate interests at national, regional and local levels;
- 5) Lack of effective co-ordination between institutions.

Management of identified risks, including corruption

UNDP's preferential access to the government and long-standing partnership with public sector stakeholders will guarantee high level political commitment and endorsement to the project. The project will ensure coordination by facilitating the signing of memorandums of understanding between relevant actors. Advocacy and lobbying with central and local governments will enable active collaboration from an early stage of the project. Institutional memory will be safeguarded by developing necessary standard operating procedures. The project will also aim at promoting knowledge management systems to ensure information and capacity is kept in-house. Furthermore, the project will aim at integrating capacity development activities within government strategies and action plans.

6.3 Follow up/exit strategy

Describe the exit strategy/follow-up efforts after completion of the project

The stability, prosperity and security of Kosovo are of significant interest both to the EU and the Kosovo government, provided the perspective of integration into Euro-Atlantic structures. A top priority for the Kosovo government is to fulfil all the criteria set by the EU to progress in its path towards European integration. In this context, UNDP will support the government to identify its gaps and necessities, and make significant efforts to establish institutional memory and solid track records which will remain after completion of the project.

6.4 Gender and equal rights

Describe how gender and equal rights are taken into consideration in the project, and ensured in recruitment and training.

UNDP will ensure participation of at least 40% of members of the opposite-to-dominant sex in all project activities. The principle of non-discrimination and equal treatment in rights and duties is ensured in all UN documents is a guiding principle of UNDP. Gender dimensions will be incorporated and addressed throughout the project implementation.

7. Budget and financing plan

A detailed breakdown of the expenditures must be provided in a separate attachment. See *Guide to grant application* for more information.

Tick if amounts are given in 1000s	<input checked="" type="checkbox"/>	Currency: Euro				
	First year 2014-2015	Second year	Following years (yyyy)- (yyyy)	Total	Percentage of total	
Project expenses – grant recipient Costs directly related to the implementation of the project	467,650.89					
Project expenses – cooperating partner(s) Costs directly related to the implementation of the project						
Overheads The organisation's <i>indirect</i> administrative costs related to the implementation of the project						
Total expenses	467,650.89					
- Applicant's own financial contribution (mark all contributions with minus signs)						
- Financial contributions from other sources (specify which, and mark all contributions with minus signs)						
= Amount applied for from the MFA	467,650.89					

Status of applications/grants from other sources

8. Additional information

Any other information of relevance for the application

9. Bank details

Grant recipients should open a separate, joint account for all grants received from the Ministry of Foreign Affairs (not applicable to governmental organisations).

If the applicant has not received a grant from the Ministry of Foreign Affairs (including embassies/Norad) previously, or the applicant's bank details have been changed, a confirmation of the bank details should be provided, using the organisation's official headed paper, bank statements or other written confirmation from the bank, before payment can take place.

Name and address of bank

Name of account holder

Account number/IBAN number

Swift code

Account currency

Other information

10. Attachments

Tick the boxes below if attached, and give each attachment a number. Any other attachments should also be listed.

Attached	Number	Attachment
<input checked="" type="checkbox"/>	1	Detailed budget breakdown (mandatory)
<input type="checkbox"/>		Additional cooperating partners
<input type="checkbox"/>		Implementation plan
<input type="checkbox"/>		Goal hierarchy
<input type="checkbox"/>		Confirmation of bank details
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
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<input type="checkbox"/>		
<input type="checkbox"/>		

11. Date and confirmation

I am authorised to sign legally binding agreements on behalf of the applicant, and confirm that the information contained in this application is correct to the best of my knowledge.

Place and date

Name/signature

Pristina, 07 July 2014

Steliana Nedara, Deputy Resident Representative



UNDP Firearms Explosives Risk Minimization (FERM) Project - Workplan

ACTIVITY RESULTS	ACTIVITY ACTIONS	Description	Price per Unit (Euro)	Number of Units	TOTAL	TIME				RESPONSIBLE PARTY	Stakeholders Involved	
						01.09.10-30.08.15						
						Q1	Q2	Q3	Q4			
Activity Result 1: Provide legal advice during development of regulatory framework Baselines: Several laws are under amendment and secondary legislation has to be reviewed accordingly. Indicators: Law approved and published in Official Gazette	1.1. Provide legal advice to amendments of Law on Weapons in Parliamentary Procedure and revision of secondary legislation	Chief Technical Advisor (See administrative costs)	NA	NA	NA	X	X	X	X	UNDP	MoA	
	1.2. Provide legal advice to amendments of Law on Weapons, Ammunition and Security Related Equipment for Authorised State Security Institutions in Parliamentary Procedure	Legal Assistant (see administrative costs)	NA	NA	NA	X	X	X	X	UNDP	MoA	
	1.3. Provide legal advice to secondary legislation on the Law of Civil Use of Explosives	Translation costs	€ 150.00	10	€ 1,500.00	X	X	X	X	UNDP	MoA	
	1.4. Provide legal advice to Law on amnesty to allow legalization of weapons of B, C and D category (Hunting)	Hospitality/ Events	€ 200.00	10	€ 2,000.00	X	X	X	X	UNDP	MoA	
	1.5. Provide legal advice to Law on Protection of Critical Infrastructure	Office supplies	€ 500.00	1	€ 500.00	X	X	X	X	UNDP	MoA	
Sub-total Activity Result 1:					€ 4,000.00							
Activity Result 2: Provide technical advice to the national coordinators during the implementation of the relevant strategies and action plans Baseline: Legalization of weapons foreseen but not yet implemented. Several strategies to be revised Indicator: Number of weapons legalized;	2.1. Provide technical advice during implementation of SALW strategy and action plan in particular: legalization of weapons.	Chief Technical Advisor (See administrative costs)	NA	NA	NA	X	X	X	X	UNDP	MoA	
	2.2. Provide technical advice during implementation of Anti Drug strategy and action plan	Translation costs	€ 150.00	10	€ 1,500.00	X	X	X	X	UNDP	MoA, KP	
	2.3. Provide technical advice during implementation of Intelligence Led Policing strategy and action plan	Hospitality/ Events	€ 200.00	10	€ 2,000.00	X	X	X	X	UNDP	MoA, KP	
	Sub-total Activity Result 2:					€ 3,500.00						
	Activity Result 3: Provide specialist training courses in the field of firearms and explosives investigations and implementation of guided investigations Baseline: Limited capacity in Explosives investigation in KP as well as in KFA. 34 explosive investigations per year. Limited capacity of experienced complex gun crime investigations. Indicator: Number of representatives of KP and KFA trained; number of successful explosives and firearms investigations; detailed knowledge of organised involved groups, modus operandi ad patterns.	3.1. Implement needs assessment on explosive investigation and explosives forensics.	Contractual services (external expert)	€ 3,500.00	2	€ 7,000.00	X					
3.2. Implement needs assessment on firearms investigation		Translation report – 2 languages – 50 pages	€ 13.00	50 x 2	€ 1,300.00	X						
3.3. Implement needs assessment on forensic science, analytical techniques, courtroom skills, forensic investigation of explosives and explosives devices.		Chief Technical Advisor (See administrative costs)	NA	NA	NA	X				UNDP	MoA, KP, KFA, PROSECUTOR	
3.4. Implement Training curricula based upon need assessment including: investigation and evidence collection, reasoning for forensic science; analytical techniques, courtroom skills, forensic investigation of explosives and explosives devices.		Translation report – 2 languages – 50 pages	NA	NA	NA	X				UNDP	MoA	
3.5. Implement Training curricula based upon need assessment including: investigation and evidence collection, reasoning for forensic science; analytical		Chief Technical Advisor (See administrative costs)	NA	NA	NA	X	X			UNDP	MoA, KP, KFA, PROSECUTOR	
Sub-total Activity Result 3:					€ 10,800.00							
Grand Total:					€ 18,300.00							

**Application for an allocation from Federal Foreign Office funds
– Division 241–
for**

NB: This application cannot be used to establish any obligation to grant an allocation.

Brief overview of the application

Project title:	Firearms and Explosives Risk Minimization Project (FERM).
Applicant organization:	United Nations Development Programme (UNDP)
Legal status/official registration:	International Intergovernmental Organization
Implementing organization: (if different from the applicant organization)	
Planned measures: (What is to be done in concrete terms?)	The overall aim of the project is to support Kosovo institutions in controlling the widespread possession and circulation of small arms and light weapons (SALW). The project intends to do so by increasing capacities for destruction of ammunition, stockpile management in authorised law enforcement institutions as well as support the destruction of confiscated weapons.
Project country and location:	Pristina, Kosovo
Duration:	1 September 2014 – 01 September 2015 (12 months)
Total expenditure (in euro), if applicable broken down into calendar years:	386,921.00Euro
Amount requested (in euro):	160,893.00Euro
Third-party funding (in euro):	112,400.00 Euro
Own resources (in euro):	113,628.60 Euro
Is the total expenditure covered?	Yes
Is this an application for initial or follow-up funding?	Application for follow-up funding
Has the organization been granted funding by the Federal Foreign Office or another federal ministry for any previous project(s)?	Yes; funding was granted to KOSSAC (the predecessor of FERM) in 2013 to support the capacities for tracing SALW as well as support the destruction of confiscated weapons.
Has the project already begun?	Yes

**Application for an allocation from Federal Foreign Office funds
– Division –
for**

If your organization is based in Germany, please email your application to 241-r@auswaertiges-amt.de and post a signed hard copy to Auswärtiges Amt, Referat 241 Werderscher Markt 1, 11020 Berlin. If your organization is based outside Germany, please submit your application to the German mission abroad responsible for your area.

Project title: Firearms and Explosives Risk Minimization project (FERM)
Project country and location: Pristina, Kosovo
Project duration: 12 months
Amount requested in euro: 531,765.00 Euro

Applicant organization (delete anything which does not apply)

Name: United Nations Development Programme	Project contact person
Address: Payton Place 14, 10000 Pristina	Surname: Lundgren
Telephone/mobile: + 381 38 249 066/ +386 49 785 913	First name: Richard W.
Fax: + 381 38 249 065	Position: Governance Advisor
	Extension No.: 307
Homepage: www.kosovo.undp.org/	Email: richard.lundgren@undp.org
Legal status/official registration:	International Intergovernmental Organization
Person(s) entitled to represent the organization: Mr. Andrew Russell	
Bank account details:	
Account Name:	UNDP Contributions
Account Holder:	UNDP
Bank Name:	Bank of America
Bank Address:	5 Canada Square, London, 5AQ E14
Acc. No.:	6008-62722-022
Swift:	BOFAGB22
Sort Code:	165050
IBAN:	GB59BOFA16505062722022

Partner organization

Name: N/A
Address:
Homepage:
Legal status/official registration:

1 Profile of the applicant organization and, if applicable, the partner organization

- a) Please describe your organization and, if applicable, your partner organization (outlining how it is structured, in what fields it operates, what activities it has previously undertaken, and how it is financed).

The United Nations Development Programme (UNDP) is the UN's global development network, advocating for change and connecting countries to knowledge, expertise, and resources to help people build a better life. At present, UNDP is on the ground in 177 countries, working with them on their own solutions to global and national development challenges. UNDP's main goal is to help developing countries build their own national capacity to achieve sustainable human development; that is, to improve people's lives

on an enduring basis - their work, their education, their health, their surroundings and their use of natural resources.

The primary and overarching objective of UNDP Kosovo is the eradication of poverty in the context of sustainable development, including the pursuit of the Millennium Development Goals, and promotion of United Nations fundamental principles. The core dimension in UNDP Kosovo's approach is investing in human development, wealth creation (with emphasis on issues such as entrepreneurship, job creation), institutional reform, and capacity development. The empowerment of women is key to all development initiatives meaning that gender equality is a core part of all policy strategies. The MDG agenda and the economic, social, and environmental dimensions of development includes development activities from democratic governance, economic and social reforms, conflict prevention, social justice, promotion of access to public services, the environment and sustainable management of natural resources, pro-poor economic growth, trade development, gender equality, and social inclusion.

Since 1999, UNDP has earned a strong reputation as an independent and experienced partner in the effort to rebuild Kosovo. After the initial period of post-conflict reconstruction, it has helped establish and develop local institutions. Kosovo is now in a new phase of development. The international community is scaling down its presence and local authorities are taking on the responsibilities for leading development process and managing European integration. However, Kosovo faces a daunting task in coping with some of the toughest economic and social conditions.

UNDP is ideally placed to help the Kosovan people and institutions in overcoming these challenges. Its support comes in numerous forms and uses experience gained from developing economies around the world. UNDP offers comparative advantages, drawing on its global knowledge base, best practices, lessons learnt, and past cooperation. Efforts will continue to reinforce mainstreaming gender equality and women empowerment across all programmes and greater attention will be devoted to embedding a more coherent strategy for civil society engagement and research-based programming across all development interventions.

In security interventions, UNDP Kosovo focuses on a community safety approach from a human security perspective, focusing on armed violence and cross border crime.

The control of small arms and light weapons, including their ammunition, as a key element in crisis prevention and post-conflict peace-building, is one of UNDP Kosovo's major priorities. The work to address Small Arms and Light Weapons (SALW) control is part of the UNDP commitment to promote human security and sustainable development in Kosovo. This will be achieved by assisting the Kosovo stakeholders in achieving control over SALW (including explosives and fireworks) in accordance to UN, OSCE and EU standards.

Mandated by the United Nations Policy on Small Arms to address the socioeconomic consequences of small arms proliferation, UNDP Kosovo supports government stakeholders and civil society in the formulation and implementation of small arms reduction and control initiatives.

UNDP Kosovo is funded entirely by voluntary contributions.

- b) Since when has your organization been involved in the partner country?

UNDP has been engaged in Kosovo since 1999.

c) Have you conducted similar projects there before?

Launched in 2008, UNDP's initiative *Kosovo Small Arms Control* (KOSSAC) has aimed to reduce armed violence in Kosovo within the overarching framework of democratic governance.

In the past six years, KOSSAC has established itself as the only credible and valued partner and primary source for technical advice and assistance to the local institutions in a variety of fields related to armed violence reduction and SALW control, including legislation and strategy development. The project tackled various aspects of small arms control, including laws, production, marking, registration and tracing, storage and inventory management, destruction of surplus arms, awareness-raising among the population, disarmament, demobilization and reintegration as well as international trade.

The project outlined in this application (hereinafter referred to as "KOSSAC II") is a follow-up of KOSSAC. It follows the recommendations of an external independent evaluation implemented in November 2010. The evaluation report highlights that KOSSAC has had a major impact in supporting the government on SALW control issues, leading to much improved stability within Kosovo. The report specified that UNDP Kosovo's work resulted in the implementation of improved standards for safety and security, which are supported by appropriate legislation and procedures.

KOSSAC, as the only partner to the Kosovo government on SALW related issues, has received continued requests from some of the highest government representatives to continue its invaluable and indispensable support. This especially so due to the ongoing European Union integration process and, more concretely, the conditions specified in the feasibility study for a *Stabilization and Association Agreement* (SAA) and the Visa Liberalization Roadmap, KOSSAC's assistance is crucial. The Kosovo government is in urgent need to demonstrate concrete results and specific evidence in SALW related issues if the European integration and visa liberalization process is to move forward.

KOSSAC was during last year, with the support of a generous contribution by the German Foreign Office, able to establish, train and make operational the focal point on tracing within Kosovo Police. Additionally it delivered a tracing database to Kosovo Police which is now operationally used for the evidencing of recovered ballistic evidence and weapons as well as ammunition. This database links all evidence rooms around Kosovo to one focal point in Pristina who is responsible for handling incoming request and outgoing responses domestically as well as internationally. Upon request of UNODC (United Nations Organization for Drugs and Crime), UNDP signed a memorandum of understanding to use the programme code of this software internationally for the implementation of the Global Firearms Trafficking Study. In an attempt to provide better equipment to implement gun crime investigation the project delivered a bullet recovery system to Kosovo Forensic which allows immediate recovery of a fired projectile needed for firearms related crime investigations.

d) How is the staff for this project qualified?

All current FERM (Former KOSSAC) staff, recruited according to UNDP guidelines, has been engaged in the project since its initiation in 2008.

The "Project Manager/Chief Technical Advisor" has extensive international experience (over 10 years) on SALW control, security sector reform and other related fields, such as community safety and security, combined with strong capacities in managing high profile development interventions in the Balkan region.

The "Strategic Advisor" has proven professional experience in providing political advice at the minister level and in working with international organizations. The "Strategic Advisor" has excellent knowledge on SALW issues and specifically on the implementation of the Kosovo SALW Control and Collection Strategy and Action Plan.

The FERM "Legal Assistant" has significant experience in SALW and security related legislation and has been engaged as legal advisor to the Ministry of Internal Affairs on SALW related legal issues since 2008 (five years).

FERM is also staffed with a "Driver", who is cost-shared between different UNDP projects located within the premises of the Ministry of Internal Affairs.

Lastly, UNDP Kosovo's *Policy, Research, Gender and Communications* (PRGC) Team supports FERM through research, data analysis, publication of knowledge products, provision of expertise, advocacy and communication. The team provides support for gender mainstreaming and incorporating gender issues into the project implementation as well as monitoring and evaluation activities.

- e) How do you intend to ensure that the funding applied for is used and invoiced correctly (accounting)?

Project management and expenditures shall be governed by the rules, regulations, policies and procedures of UNDP. UNDP follows the international public sector accounting standards (IPSAS).

Funding will be allocated based on a work plan and detailed budget agreed with the Donor.

If unforeseen increases in expenditures or commitments are expected or realized, UNDP shall submit to the Donor on a timely basis a supplementary estimate showing the further financing that will be necessary.

UNDP Kosovo shall provide to the Donor financial reports prepared in accordance with UNDP accounting and reporting procedures. All financial accounts and statements shall be expressed in United States dollars.

If special circumstances so warrant, UNDP may provide more frequent reporting at the expense of the Donor. The specific nature and frequency of this reporting shall be further specified.

UNDP shall notify the Donor when all activities relating to the Project have been completed.

2 Project situation

- a) Please outline the current situation in the area where your project is to be carried out (including, where appropriate, problem analysis with reference to your project).

The impact of uncontrolled possession and proliferation of SALW in Kosovo continues to constitute a major threat to social and economic development. The availability of illegal weapons and their threat to the society remain high. During regular police work, the Kosovo Police is confiscating an average of two to three weapons per day. The most recent Kosovo SALW survey estimates that 400,000 weapons are currently in circulation.

Most of these weapons are stored at home. According to international research, a firearm at home is much more likely to be used to intimidate or physically injure family members than be used against an outside intruder.

Continuing armed violence in Kosovo can be attributed to a number of factors, including political and ethnic rivalries, organized crime, and revenge attacks connected with blood feuds. These factors occur against a background of economic deprivation, uncertainty regarding Kosovo's final status, and an under-resourced police service operating alongside an inefficient legal system. Uncontrolled SALW exacerbates and perpetuates insecurity in Kosovo, as civilians keep firearms in order to protect themselves from perceived threats. Celebratory fire shooting also remains a major concern in Kosovo.

Throughout the past years, Kosovo has been the breeding ground for the use of converted handguns, alarm pistols and blank firing weapons. In Europe's Strategy against Heavy Weapons, Kosovo is mentioned as one of the countries through which weapons are being trafficked to Europe.

The proliferation, use and impact of SALW also display clear gender dimensions. In Kosovo, men are the primary owners and users of SALW, whereas women are primarily victims of armed violence, and most often at the hands of family members or intimate partners.

In response to this threat, the Kosovo Ministry of Internal Affairs (MoIA) is implementing, with the support of FERM, a *Small Arms Light Weapons Control and Collection Strategy and Action Plan*.

This strategy and action plan is based on a SWOT analysis implemented by KOSSAC in 2008. Throughout the past years, the strategy and action plan has been amended, based on analysis reports conducted by KOSSAC. The action plan has put in place an institutional and legal framework and provides capacity building elements, including exchange of experience, technical tools and services, to counter this phenomenon. The strategy has aimed to address supply as well as demand for SALW and engages in 11 functional areas: cross border control, legislative framework, information management, awareness and outreach, collection, destruction, stockpile management, capacity development, safer community development, monitoring and evaluation and linkage to SSR. The mayor aim of this integrated approach is to have full control over SALW in accordance to UN, EU and OSCE standards.

Noticeable achievements were made in Kosovo's institutional framework through the establishment of the Department of Public Safety, which is now, with the support and technical advice of UNDP, supervising and implementing the Law on Weapons, Law on Private Security Services and the Law on Weapons, Ammunition and other Related Equipment for State Security Institutions.

Because of FERM's interventions, the Kosovo Police is enforcing the legislative framework and confiscating over 1500 firearms¹ a year. The project has also supported putting in place coordination mechanisms to control supply of firearms within every legal stockpile in Kosovo.

Nevertheless, challenges remain and need to be addressed. These challenges have been reaffirmed by the EU Feasibility Study for a Stabilization and Association Agreement (SAA) between the European Union and Kosovo and the EU Visa Liberalization Roadmap, which states that one of Kosovo priorities is to²: "Enhance the prevention, detection and investigation of serious cross-border/boundary crime,

¹ Figure includes intelligence police operations.

² Page 8 of: http://eeas.europa.eu/delegations/kosovo/documents/eu_travel/visa_liberalisation_with_kosovo_roadmap.pdf

notably trafficking in human beings, facilitated irregular migration, trafficking in drugs and precursors, trafficking in weapons and crimes committed by mobile itinerant criminal gangs, by exchanging with the competent law enforcement authorities of Member States and third countries, in line with domestic data protection requirements and through the appropriate channel, the necessary strategic and operational information and criminal intelligence.”

In November 2012, the EU and the Western Balkan countries agreed to jointly map out the structure of the illicit firearms trade and improve the management of weapons stockpiles. The declaration agreed in Tirana also underlines the importance of strengthening controls, improving the collection and exchange of information as well as operational police co-operation. Finally, it recognizes that the legislation in Western Balkan countries should, where it is not already the case, be brought fully in line with EU and international standards.

- b) Is the project connected to measures and projects being implemented by other governmental or non-governmental organizations? Are these bodies carrying out similar projects in the area, and does that entail a risk of duplication or opportunities to exploit synergies?

KOSSAC now called FERM, as described above, directly supported the SALW strategy and action plan implemented by the MoIA and the Kosovo Police. As aforementioned, the project was the only source for technical advice to the MoIA and the Kosovo Police on SALW related issues and is fully integrated within the MoIA.

Since its initiation, the project coordinated its activities with EULEX, EUROPOL and INTERPOL, including the UNMIK Liaison Office to INTERPOL. This cooperation will be an asset to initiate tracing requests through Interpol in case weapons are to be legalised in accordance with the Law on Weapons.

FERM has also been coordinating its activities with the South Eastern and Eastern Europe Clearinghouse for the Control of Small Arms and Light Weapons (SEESAC) that works to strengthen the capacities of national and regional stakeholders to control and reduce the proliferation and misuse of small arms and light weapons.

3 Project planning

- a) **Project aim:**

The overall aim of FERM is to support Kosovo institutions in controlling the widespread possession and circulation of small arms and light weapons and minimize the risk of these weapons as well as explosives.

More specifically, KOSSAC II aims to:

1. Assist the Kosovo government in training and certifying personnel of the Kosovo Police to be able to better implement destruction of weapons and ammunition in Kosovo;
2. Assist the Kosovo Government in increasing the capacity of personal in the control of brokers, import and export (land, air and rail) as well as sale over the internet; and
3. Increase capacities on stockpile management for law enforcement agencies and recovered items.

- b) **Measures and activities:**

Project Output:

Capacities of Kosovo institutions to control the widespread possession and circulation of small arms and light weapons increased.

Activity Results and associated Activity Actions:

1. Kosovo Police representatives trained in ammunition destruction.
 - 1.1 Providing training to Kosovo police representatives in the use of ammunition kilts;
 - 1.2 Certifying the trained representatives through licensed company
 - 1.3 Conduct public event on destruction of ammunition; and
 - 1.4 Conduct public event on destruction of confiscated weapons on 09 July 2015.

2. All stockpiles belonging to Kosovo law enforcement institutions are certified according to IATG; evidence is kept in central database and personal is adequately trained in this field
 - 2.1. Develop database for registration and stockpile management of Law enforcement owned weapons and ammunition in a coordinated and synchronized way, based upon existing "SACONS" software;
 - 2.2 Certify law enforcement stockpiles according to IATG; (Explosive limit licenses) and ensure their safeguarding;
 - 2.3 Develop SOP and security plan for every individual site;
 - 2.4 Implement physical security measures for securing MoIA central storage for confiscated items; and
 - 2.5 Provide training and certify representatives of MoIA according to the UN safeguard program (IATG).

3. Kosovo Police, customs and MoIA (Department for Public Safety) representatives are trained in the advanced control of brokers, advanced control over import and export by land, air and rail as well as internet sale and have acquired the first knowledge regarding 3D printing of weapons;
 - 3.1. Organize advanced training on control of brokers;
 - 3.2. Organize advanced training on export and import control;
 - 3.3. Organize advanced training on sale of weapons by internet; and
 - 3.4. Organize advanced training on 3D printing of weapons and its parts.

c) **Indicators:**

- Indicators for Activity Result 1:
 - Number of certificates issued.
 - Number of ammunition publicly destroyed.
 - Number of ammunition publicly destroyed.

- Indicators for Activity Result 2:
 - Number of weapons introduced in database.
 - Number of personnel trained.
 - Number of Explosive limit licenses issued in accordance to International Ammunition Technical Guidelines.
 - Assessment of physical security through external expert.

- Indicators for Activity Result 3:
 - Number of representatives trained.

d) **Impact:**

The project is expected to have a positive impact on the capacities of Kosovo authorities to control and reduce the proliferation and misuse of small arms and light weapons, and thus contribute to enhanced stability, security and development in Kosovo.

- e) **Key actors:**
1. Ministry of Internal Affairs, in particular the Department for Public Safety;
 2. National Coordinator on SALW;
 3. SALW Control Commission;
 4. Kosovo Police;
 5. Kosovo Customs; and
 6. Kosovo Correctional Services;
- f) **People/groups targeted:** Describe the people or groups this project is aimed at. Are there particular reasons for choosing them? Does gender play a role?

KOSSAC II will focus in particular on the following beneficiaries:

1. Kosovo Police Destruction Commission: The KP Destruction Commission is established by the SOP on Destruction; within the Kosovo Police the Destruction Commission is responsible for implementation of court decisions allowing destruction of evidence after criminal cases are closed (i.e. weapons and ammunition)
2. Logistics Department of KP: The Logistics Department of Kosovo Police is, responsible for the physical destruction of ammunition after specific training of the ammunition destruction kilts.
3. Kosovo Law enforcement agencies: In line with the Law on weapons, ammunition and security related equipment for authorised state security institutions stockpile management will be implemented in accordance with a specific Administrative instruction determining the way, by whom and procedures for stockpile management as well as the procedures for evidence keeping in these stockpiles.

In accordance with UNDP's "8 Point Agenda for Women's Empowerment and Gender Equality", UNDP Kosovo mainstreams gender equality and women empowerment throughout its projects to ensure that women have a real voice in all governance institutions, from the judiciary to the civil service, as well as in the private sector and civil society. UNDP aims to empower women to participate equally with men in public dialogue and decision-making and influence the decisions that will determine the future of their families and countries.

Gender dimensions will be incorporated and addressed throughout the project implementation. Lessons learned, analysis and (disaggregated) data generated through KOSSAC II will be made available to the Domestic Violence Secretariat to support the implementation of the Domestic Violence Strategy.

- g) **Risks:** What risks and undesirable side-effects could obstruct the aim and impact of the project? How can these risks be minimized?

#	Description	Countermeasures
1	General stocktaking is rejected by law enforcement agencies	The project will aim to mitigate this risk by forcing a decision on this exercise by the Kosovo Security Council.
2	Ineffective co-ordination between institutions, organizations and authorities.	UNDP's preferential access to the government and long-standing partnership with public sector stakeholders will guarantee high level political commitment and endorsement to the project. The project will ensure coordination by facilitating the

		signing of memoranda of understandings between relevant actors.
3	High turnover of staff hinder sustainability and creation of organizational knowledge and capacity building within the institutions.	Institutional memory will be safeguarded by developing necessary SOPs within the Kosovo Police. The project will also aim at promoting knowledge management systems to ensure information and capacity is kept in-house.
4	Continuation and sustainability of capacity building activities after project completion.	The project will provide full financial support to training activities in the initial stage and gradually decrease such support by requesting more financial contributions from government counterparts. The project will aim at integrating capacity development activities within government strategies and action plans.

4 Monitoring, progress reviews and evaluation

The Federal Foreign Office carries out progress reviews of all the projects it funds. In order for it to do so, the following information needs to have been submitted at the application stage:

- a) How will you guarantee that the project is constantly monitored so that it can react swiftly when the conditions in which you are operating change?

Project Quality Assurance will be provided by the UNDP Kosovo Governance Team, which will ensure that objective and independent project oversight is carried out for the purpose of meeting project management targets.

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

Within the project cycle:

- o A mid-term Progress Report shall be submitted by the Project Manager through Project Assurance, using the standard UNDP report format. The mid-term Progress Report shall record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table.
- o An Issue Log shall be activated and updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change.
- o Based on the initial risk analysis submitted, a risk log shall be activated and regularly updated by reviewing the external environment that may affect the project implementation.

- b) Please detail how you intend to monitor internally whether aims are being achieved, how much of an impact is being made and how cost-effective the measures undertaken are.

Final Report:

- o A Final Progress Report shall be prepared by the Project Manager and present a summary of results achieved against pre-defined annual targets at the output level. The Final Progress Report will be a final assessment of the project and may involve other stakeholders as required. It shall focus on the extent to

which progress was made towards outputs and whether these were aligned to the appropriate outcomes.

Final Evaluation:

- The project will conduct an independent final project evaluation which will lead to evaluation and lessons learned reports. Evaluation will be carried out in collaboration with national and international organizations. The evaluation will consider achievement of development goals according to parameters of the relevance and responsiveness of the actions, their effectiveness and efficiency, and the impact and sustainability of results, focusing especially upon their contribution to capacity development. The evaluation will also provide recommendations for follow-up activities.

Throughout the project implementation, the following tools will be used to monitor internally whether aims are being achieved, how much of an impact is being made and how cost-effective the measures undertaken are:

Documentation review – during the implementation period, project staff will collect various reports prepared by organisations in Kosovo relevant to project activities and implementing partners. Based on the findings of these periodic reports, the project may revise the implementation of activities, time-table of undertaken actions and quantitative data.

Statistical analysis – will be conducted, as a quantity method, to generally observe trends in gun crime as well as illicit possession of firearms and to measure project impact.

Observation – during the entire implementation process, the project will conduct regular field visits in the areas where activities are implemented as a method to collect additional data in order to evaluate aspects of implemented activities, sustainability, and quality of works/delivered materials. This approach will ensure the quality of partner's performance and trust between partners.

Stakeholder meetings – are organized throughout the implementation process in order to achieve stakeholder commitment. The meetings will be used as a tool to identify and overcome the challenges occurring during the implementation of activities. This method will also be used as a communication platform and interaction between the members for evaluation of implemented activities, identification of ways to address problematic issues and foster cooperation.

Brainstorming sessions – as a semi-structured creative group activity method, these sessions will be used to identify new ideas for activities or problem solutions and is a key tool used for the evaluation of workshop sessions.

Financial reviews – the project will monitor closely whether the planned budget and expenses occurred during project implementation are accurate. Financial reports will be composed of two sheets: 1) general information of expenses divided by categories of expenses; 2) detailed information for each expense within the category (documented by invoices). The financial report is used to analyse, which of the activities are cost-benefit and also the financial justification of undertaken activities.

5 Public relations

What are you planning to do to generate publicity and guarantee the visibility of the project?

To generate publicity and guarantee the visibility, the project will:

1. Promote activities and results through the MoIA, Kosovo Police and UNDP Kosovo and global websites;
2. Engage through social media channels to ensure maximum outreach;
3. Promote actively the funding donor. Visibility of the donor will be guaranteed in every publication or document produced by the project;
4. Make use of VIPs to promote the project and ensure public attention.

The project can further agree bilaterally on special visibility guidelines requested by the donor.

6 Financial plan

Please find the financial plan attached to this document (Annex I).

Are you declaring your administrative costs as a lump sum? yes no
If yes, please state your reasons for doing so:

7 Other

In addition, you are required to make the following declaration:

- 1 a) Have you enclosed/attached your financial plan? yes no
 b) Is the total expenditure covered? yes no
- 2 a) Total of allocation being applied for 160,893.00 Euro
 b) Total of own resources and third-party funding 226,028.60 Euro
 c) Total cost of the project 386,921.00 Euro
- 3 a) This is an application for initial funding/ follow-up funding.
 b) If follow-up funding, are the accounts for the previous allocation settled? yes no
 Reference number of the most recent item of correspondence
 received from the Federal Foreign Office: _____
- 4 Project start date: 01/09/2014
- 5 Project end date: 31/08/2015

 Has the project already begun? yes no
 If yes, why?
 As mentioned above, FERM is the follow up project of KOSSAC which has been active for a
 number of years now. The activities of FERM will depend on the additional financial
 resources requested herewith.
- 6 Have you enclosed/attached your annual report and statute? yes no
 If not, why?
- 7 Do you plan to use Federal Foreign Office funds to finance the project next year as well?
 No.
- 8 Have you investigated any other possible way of financing your project?
 Yes. Currently the project is being funded through UNDP in-house and contribution through
 SEESAC resources.

ACTIVITY RESULTS	ACTIVITY ACTIONS	Description	Price per Unit (Euro)	Number of Units	TOTAL	TIMEFRAME				RESPONSIBLE PARTY	Stakeholders Involved		
						Q1	Q2	Q3	Q4				
Activity Result 1: Kosovo Police representatives trained in ammunition destruction Baseline: Kosovo Police has approved a Standard Operating Procedure for annual destruction of weapons and ammunition and is in possession of ammunition destruction burning tanks although nobody is certified to use them Indicators: - # of police officers trained and certified - # of ammunition destroyed - # of firearms destroyed.	1.1 Providing technical training to Kosovo police representatives in the use of ammunition burning tanks (includes inspection of the proposed burning area, drafting of temporary explosives license, drafting of SOP burning area for KP, drafting of SOP burning tank destruction for KP, and a destruction plan)	Contractual services Translation services during workshops Translation of printed documents (50 pages) – 2 languages (Alb – Serb) Contractual Services	€ 5,600.00 € 200.00 € 13.00 /	1 3 100 /	€ 5,600.00 € 600.00 € 1,300.00 /	X				UNDP UNDP	KP, KFA, DPS KP		
	1.3 Conducting public event of destruction of firearms and ammunition.	Costs for destruction Translation services	€ 30,000.00 € 300.00	1 2	€ 10,000.00 € 600.00		X			UNDP	KP		
	1.4 Contribution Kosovo Police	Staff salaries (work in evidence rooms, security during transport, security of destruction site and transport to locations)	/	/	/		X	X	X	Kosovo Government	ILECU, KFA, DPS, KPIS		
	Sub-total Activity Result 1: € 18,100.00												
	Activity Result 2: All stockpiles belonging to Kosovo Law enforcement institutions are certified according, evidence is kept in central database and personnel is adequately trained in this field Baseline: Not one stockpile is certified, and personnel is inadequately trained in this field Indicator: -Database developed and operational; Nr of Stockpiles received Explosive limit license, Nr of personnel trained, MoIA stockpile secured.	2.1 Develop database for registration and stockpile management of law enforcement owned weapons and ammunition.	Development of database - contractual services Translation costs Training for personnel	€ 65,000.00 € 150.00 € 200.00	1 10 10	€ 65,000.00 € 1,500.00 € 2,000.00	X	X	X		UNDP	MoIA, KP, Courts	
		2.2. Certify law enforcement stockpiles according to IATG	Contractual services	€ 5,600.00	1	€ 5,600.00		X			UNDP	MoIA, KP, Courts	
		2.3 Development of security plan and SOP for every individual stockpile	Chief Technical Advisor	/	/	/			X		UNDP	KP – KFA	
		2.4. Implement physical security measures for securing MoIA central storage for confiscated items	Contractual services Surveillance camera and Monitoring center (include 20 cameras, monitoring center and 6 electronic door locks) Contractual services firesafety measures (includes water hydrants, fire extinguishers and alarms signals)	€ 20,000.00 € 15,000.00	1 1	€ 20,000.00 € 15,000.00			X		UNDP	KP	
		2.5. Provide training and certify representatives of MoIA according to UN safeguard program (IATG)	Contractual services Translation services during workshops Translation equipment during training Translation documentation	€ 5,600.00 € 200.00 € 150.00 € 13.00	1 5 5 100	€ 5,600.00 € 1,000.00 € 750.00 € 1,900.00				X		UNDP	KP
		Sub-total Activity Result 2: € 117,750.00											
Activity Result 3: Kosovo Police, Customs and MoIA are trained in the advanced control of brokers, export and import control by land, air and rail as well as internet sale and have been introduced in new ways of trafficking of weapons like 3D printing. Baseline: Kosovo representatives have limited expertise in this field.		3.1. Provide advanced training on the control of arms brokers	Translation services during workshops	€ 200.00	5	€ 1,000.00		X			UNDP	KP	
		3.2. Provide advanced training on the import and export control	Translation documentation	€ 13.00	300	€ 3,900.00		X			UNDP	KP	

Indicator: Number of representatives trained	3.3. Provide advanced training on the internet site of weapons and ammunition	Translation equipment during training	€ 150.00	5	€ 750.00	X	UNDP	RP	
	3.4. Provide advanced training on the new technologies of illicit trade of weapons - 3D printing etc.	Chief Technical Advisor	/	/	/	X	UNDP	RP	
Sub-total Activity Result 3:					€ 5,650.00				
Sub-Total Activities					€ 141,500.00				
OTHER RELEVANT COSTS									
	Running costs and equipment		€ 900.00	12	€ 6,000.00	X	X	X	
	Sub-Total Human Resources & Other Relevant Costs:				€ 6,000.00				
	TOTAL Programmable Amount:				€ 147,500.00				
	Communications & Visibility				€ 1,675.00				
	General Management Support (GMS)*				€ 11,918.00				
	TOTAL Funding Requested from German Federal Foreign Office				€ 160,893.00				
COSTS COVERED BY UNDP									
	50% of Chief Technical Advisor/Project Manager (International Post - P3 Level)**		€ 7,269.05	12	€ 87,228.60	X	X	X	
	Legal Assistant (National Post)		€ 1,600.00	12	€ 19,200.00	X	X	X	
	Driver (National Post) - (50%)		€ 600.00	12	€ 7,200.00	X	X	X	
	TOTAL Costs covered by UNDP				€ 113,628.60				
COSTS COVERED BY KOSOVO GOVERNMENT									
	Transport costs of weapons and ammunition		€ 2,000.00	1	€ 2,000.00	X	X	X	
	Building of central storage for confiscated items		€ 105,000.00	1	€ 105,000.00	X	X	X	
	Human resources to collect and guard firearms for 43 evidence rooms and in the place of destruction (4 staff)		€ 500.00	4	€ 2,000.00	X	X	X	
	Government contribution for human resources during the destruction of weapons		€ 1,000.00	1	€ 1,000.00	X	X	X	
	Office space and telephones (including internet) for KOSAC II Staff		€ 200.00	12	€ 2,400.00	X	X	X	
	TOTAL Costs covered by Kosovo Government				€ 112,400.00				
	TOTAL PROJECT COSTS				€ 386,921.60				

*GMS is designated to cover costs related to general oversight, management and quality assurance services (e.g. project formulation and appraisal, project reviews, reporting and donor relations, office infrastructure, knowledge management, etc.). GMS are charged depending on the actual expenses of the project and might vary from the indicated figure.

** Calculated with UN exchange rate of April 2013: 1 US\$ = 0.793 €. Pre-forma costs P3 per year: 222,866.01 US\$

Drafted 10 August 2014