

United Nations Development Programme

Country: LITHUANIA

Project Document

UNDAF Outcome(s):	Not applicable
Expected CP Outcome(s):	Not applicable
Expected Output(s):	Output 1: Improved instruments for integration of socially excluded people and groups at risk into labour market by introducing new training programmes and implementing them in six municipalities. Output 2: Fostered self-help initiatives involving communities and volunteers with a view to promote preventive social services provision for vulnerable families and/or families in critical situations.
Responsible Party:	UNDP Lithuania
Implementing partner:	Klaipeda City Social Support Centre; Klaipeda City Family and Child Welfare Centre; Kaunas House of Generation; Ukmerge City Non-Institutional Social Services Center; Taurage Social Services Centre; Plunge Shelter Home; Stonaiciai Pension (Telsiai County); Kelme Municipality Social Service Center

Narrative

OUR CHOICE: Professions or Voluntarism (RENKAMĖS MES: Profesijas ir savanorystę)

Project is aimed at reducing social exclusion of groups at risk by increasing their employability and (re)integrating them into labour market and society by employing and applying country wide already tested employment model (tested in EQUAL programme framework). Members of families at social risk, disable persons, women returning into labour market after a long period of unemployment, women aged 50+ will be assisted to acquire vocational knowledge and capacities (vocational trainings) and as a result will be individually motivated to undertake personal efforts for (re)entering into labour market. Employees working in project partners' organizations and falling under the definition of project beneficiaries will also be assisted to acquire social worker's assistant's profession. The innovative solutions related to vocational training programmes, organization and management of voluntary activities vis-à-vis provision of preventive social services for families will be developed and implemented in six municipalities.

Programme Period:	2009-2011
Country Programme Component:	N/A
Project Title: OUR CHOICE: Professions or Voluntarism	
Atlas Award ID:	
Start date:	12 March 2009
End Date:	12 August 2011
PAC Meeting Date:	03 March 2009

Total project budget	USD
(USD rate of 2.661 LTL):	686623.00
Total resources required:	686623.00
Total allocated resources:	686623.00
• Regular	0
• Other:	
○ Donor	0
○ Government	686623.00
Unfunded budget:	0
In-kind Contributions:	0

Agreed by the Ministry of Social Security and Labour of the Republic of Lithuania:

Agreed by UNDP Lithuania:

Agreed by Klaipėda City Social Support Center:

Agreed by Klaipeda City Family and Child Welfare Centre

Agreed by Kaunas House of Generation

Agreed by Ukmerge City Non-Institutional Social Services Center

Agreed by Taurage Social Services Centre

Agreed by Plunge Shelter Home

Agreed by Stonaiciai Pension (Telsiai County)

Agreed by Kelme Municipality Social Service Center

I. SITUATION ANALYSIS

Social exclusion is often a cause of poverty, conflict and insecurity. This is especially acute now all over the world, including Lithuania, under the current global economic crisis, the consequences of which are especially felt by vulnerable people.

The Lithuanian social policy pays a lot of attention to the reduction of social exclusion and poverty in the country by searching for ways to integrate socially excluded people into the labour market. However, social exclusion hampering sustainable development is still a major problem in the Lithuanian society.

Due to existing rigid labour market, it is difficult for socially excluded people and groups at risk to adapt to structural changes and acquire new professions. Also, unemployed women account for large part of human resources which do not participate in the labour market in Lithuania. Therefore, it is necessary to suggest formal and informal trainings to vulnerable people, which result in retraining and active re/integration into labour market. In consequence, the real understanding of life-long principle will help representatives from groups at social risk adapt to constantly changing life conditions and ensure their welfare.

In addition, the international studies proved that women employment is the most effective means which contributes to social/economic development and reduces social exclusion. The women will constitute the major part of the target groups of the Project, the activities of which will promote their successful integration into the labour market. Development and implementation of the network of preventive social services for families in Lithuania will have positive effect both on women and men bringing up children.

On the basis of already existing international cooperation between local and the EU partners within the framework of EQUAL programme, and also using the global UN expertise network, two international partners from the countries with well developed voluntary social service sector will be identified. The possibilities to get acquainted with the best practices from the EU countries in the field of providing voluntary social services will also contribute to the effective integration into the labour market.

To reduce still existing and even increasing gap between the rich and the poor and to contribute to the achievement of MDGs, it is necessary to create an enabling environment for the whole society to be effectively and efficiently involved in creating the country's welfare and to benefit from it. The Project will contribute to the social Sustainable Development goals by creating better conditions for vulnerable people to integrate into the labour market that will result in contribution to the efficient reduction of poverty. With respect to economic Sustainable Development goals, the Project will help efficiently solve economic re/integration, long term unemployment and poverty reduction problems.

Activities taken to implement this Project effectively contribute to: 1) Outcome_10 that is set and reported against by the UNDP Lithuania, and eventually to 2) MDG1 at country level.

II. STRATEGY

The main objective of the Project is to promote social cohesion by reducing poverty and social exclusion while helping vulnerable and socially excluded people integrate into the labour market. UNDP will work together with six partners from different municipalities who actively operate in the field of reducing poverty and social exclusion.

The Project aims at helping socially excluded people and groups at risk who due to existing rigid labour market face difficulties to adapt to structural changes and acquire new professions by suggesting them formal and informal trainings which will result in their retraining and active integration into labour market.

To contribute to the above, the Project will comprise of the following two main outputs:

Output 1: Improved instruments for integration of socially excluded people and groups at risk into labour market by introducing new training programmes and implementing them in six municipalities.

Output 2: Fostered self-help initiatives, community activities and active participation of volunteers with a view to solve social exclusion reduction problems.

Output 1: Improved instruments for integration of socially excluded people and groups at risk into labour market by introducing new training programmes and implementing them in six municipalities.

The resettlement model applied in six economically disadvantaged municipalities will enable to develop and certify vocational training programmes using which project beneficiaries (people at social risks) will be trained and provided with professions in great request in social services sector and will subsequently lead towards increased employability rates of project beneficiaries by not less than 40 percent.

Training of people according to formal *aur pair*/social workers assistants' vocational training programme which was already tested while implementing EQUAL project will help provide vocational training to *aur pair*/social workers assistants' and ensure the quality of social services. As a result, the development of the social service sector will create new free jobs in the labour market and prepare professional social workers assistants. Vocational training of people according to formal cleaners training programme will meet the demand of providing individual houses cleaning services and increase employability of vulnerable people. In addition, the Project will provide possibilities for the trained target groups representatives to get business certificates which will let them implement individual activities or even initiate SMEs.

Output 2: Fostered self-help initiatives, community activities and active participation of volunteers with a view to solve social exclusion reduction problems.

At the strategic level, the Project will promote the concept of voluntarism in contributing to foster social cohesion and reduce poverty in the country. Thus, the promotion and further development of the organization and management of voluntary activities in social services provision including preventive social services for families and to development and implementation the network of preventive social services for families in Lithuania using the international Home-Start methods are significant Project activities.

Introducing International Home-Start activities model in municipalities: mastering and applying the work methods will help solving social family problems. The implementation of Home Start family help model is especially efficient and effective in helping young families at risk. Having introduced the model the voluntary activities, using maternity/paternity experience and educative community work will contribute to solving social family problems. Involvement of local policy makers,

representatives from NGOs and businesses in round table discussions will also contribute to fostering social cohesion.

Seminar/forum for the Lithuanian policy makers (Parliament, the Lithuanian Government, Ministry of Social Security and Labour) on current voluntarism situation in the country and its and future prospects will promote intersectorial cooperation and involvement of NGOs representing target groups into decision making concerning the promotion of voluntarism status and its legal regulation in Lithuania. The international cooperation and exchange of good practices in the field of voluntary activities, publishing Good Practice Handbook will contribute to the development of most efficient and effective provision of preventive social services and implementations of instruments of involvement of groups at social risk into the labour market.

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III. RESULTS AND RESOURCES FRAMEWORK

Intended Outcome as stated in the Country Programme Results and Resource Framework: <i>Not applicable due to absence of Country Programme in Lithuania</i>				
Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets: <i>Not applicable due to absence of Country Programme in Lithuania</i>				
Corporate Outcome: MDG-based national development strategies promote growth and employment, and reduce economic, gender and social inequalities				
Partnership Strategy: This project will work in close partnership with eight partners in six municipalities (Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office)				
Project title and ID (ATLAS Award ID):				
INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS (USD)
Output 1 Improved instruments for integration of socially excluded people and groups at risk into labour market by introducing new training programmes and implementing them in six municipalities Baseline: adult vocational training and retraining system not meeting market needs in social employment sector, lack of flexible work forms Indicators: number of social workers assistants trained and employability increased	Targets (2009-2011) 1.1. Vocational training courses for groups at risk and social workers assistants organised (359 socially excluded people and social workers assistants educated and trained)	1.1 Selection and training of people according to formal <i>aur pair</i> /social workers assistants' vocational training programme in Klaipeda and Stonaiciai boarding houses 1.2 Selection and training of people according to formal social workers assistants vocational training programme in Klaipeda 1.3 Selection and training of people according to formal cleaners training programme in Klaipeda 1.4 Selection and training of people according to informal education programme on decorative textile in municipalities 1.5 Organising individual career planning seminars in municipalities	UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office	xxxxx xxxxx xxxxx xxxxx xxxxx
Output 2 Fostered self-help initiatives, community activities and active participation of volunteers with a view to solve social exclusion reduction problems Baseline: underdeveloped network of preventive social services, still low prestige of voluntary work Indicators: number of people trained, number of international partners identified, international conference organized, Good Practice Handbook published	Targets (2009-2011) 2.1 International Home-Start social network in Lithuanian developed (work methods used by 120 trainees, 40 people trained according to Home-Start managers and organizers programme) 2.2 Various preventive social services promoted and developed and voluntary activities prestige increased (40 politicians participated in the seminar, 12 visits to the EU countries in search for partners organized, (90 participants took part at the conference, 200 copies of	2.1 Introducing International Home-Start activities model in municipalities: mastering and applying the work methods 2.2 Selection and training of people according to according to informal Home-Start managers and organizers programme in Klaipeda and Stonaiciai boarding houses 2.3 Organising seminar/forum for policy makers (Parliament, the Lithuanian Government, Ministry of Social Security and Labour) on current voluntarism situation in Lithuania and future prospects 2.4 Searching for partners and training international visits for 12 participants to get acquainted with the organization	UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office	xxxxx xxxxx xxxxx xxxxx xxxxx

	Good Practice Handbook published)	and management of voluntary activities in the EU countries 2.5 Organising conference on the status of volunteers and their involvement in providing social services in the EU countries as well as in Lithuania 2.6 Preparing and publishing Good Practice Handbook		xxxxx
Project publicity				xxxxx
Project implementation (activity) budget (direct project costs)				xxxxx

IV. ANNUAL WORK PLAN BUDGET SHEET

Year: 2009

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount
Output 1 Improved instruments for integration of socially excluded people and groups at risk into labour market by introducing new training programmes and implementing them in six municipalities Baseline: adult vocational training and retraining system not meeting market needs in social employment sector, lack of flexible work forms Indicators: number of social workers assistants trained and employability increased	1.1 Selecting and training people according to formal <i>aur pair</i> /social workers assistants' vocational training programme in Klaipeda and Stonaiciai boarding houses		X	X	X	UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Telsiai District Head Administration Stonaiciai Boarding House	ESF funds	Contractual services, national consultants, travel, miscellaneous expenses, supplies	xxxxx
<i>Targets:</i> Selection and training of people according to formal <i>aur pair</i> /social workers assistants' vocational training programme carried out (33 weeks, 57 people trained)	1.2 Selecting and training people according to formal social workers assistants vocational training programme in Klaipeda					UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre	ESF funds	Contractual services, national consultants, travel, miscellaneous expenses, supplies	0
Selection and training of people according to formal social workers assistants vocational training programme carried out (5 weeks, 37 people trained) Selection and training of people according to formal cleaners training programme carried out (50 people trained) Selection and training of people according to informal vocational training programme on decorative textile (65 people trained) Individual career planning seminars	1.3 Selecting and training people according to formal cleaners training programme in Klaipeda					UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office	ESF funds	Contractual services, national consultants, travel, miscellaneous expenses, supplies	0

fro 150 people organised Related CP outcome: n/a					x	UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office	ESF funds	Contractual services, national consultants, travel, miscellaneous expenses, supplies	xxxxx
	1.4 Selecting and training people according to informal vocational training programme on decorative textile in municipalities								
	1.5 Organising individual career planning seminars in municipalities	X	X	X		UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office		Contractual services, national consultants, travel, miscellaneous expenses, supplies	0
Output 2 Fostered self-help initiatives, community activities and active participation of volunteers with a view to solve social exclusion reduction problems Baseline: underdeveloped network of preventive social services, still low prestige of voluntary work Indicators: number of people trained, number of international partners identified, international conference organized, Good Practice Handbook published	2.1 Introducing international Home-Start activities model in municipalities: mastering and applying the work methods					UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office	ESF funds	Contractual services, national consultants, travel, miscellaneous expenses, supplies	0
<i>Targets:</i> Introduction of International Home-Start activities model (120 participants involved) Selection and training of people according to informal Home-Start	2.2 Selecting and training people according to informal Home-Start managers and organizers programme in Klaipeda and Stonaiciai boarding houses		X	X		UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre	ESF funds	Contractual services, national consultants, travel, miscellaneous expenses, supplies	xxxxx

<p>managers and organizers programme (40 target groups representatives involved)</p> <p>Seminar/forum for policy makers (Parliament, the Lithuanian Government, Ministry of Social Security and Labour) on current voluntarism situation organised</p> <p>Two partners found and educational international visits for 12 participants to get acquainted with the organization and management of voluntary activities in the EU countries organised</p> <p>Conference on the status of volunteers and their involvement in providing social services organized</p> <p>Good Practice Handbook published</p>	<p>2.3 Organising seminar/forum for policy makers (Parliament, the Lithuanian Government, Ministry of Social Security and Labour) on current voluntarism situation in Lithuania and future prospects</p>					<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	<p>ESF funds</p>	<p>Contractual services, national consultants, travel, miscellaneous expenses, supplies</p>	<p>0</p>
<p>Related CP outcome: n/a</p>	<p>2.4 Searching for partners and educational international visits for 12 participants to get acquainted with the organization and management of voluntary activities in the EU countries</p>		<p>X</p>	<p>X</p>	<p>X</p>	<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	<p>ESF funds</p>	<p>Contractual services, travel, miscellaneous expenses, supplies</p>	<p>xxxxx</p>
	<p>2.5 Organising conference on the status of volunteers and their involvement in providing social services in the EU countries as well as in Lithuania</p>					<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	<p>ESF funds</p>	<p>Contractual services, travel, miscellaneous expenses, supplies</p>	<p>0</p>

	2.6 Preparing and publishing Good Practice Handbook				UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office	ESF funds	National consultants, contractual services, publishing services	0
Publicity								xxxxx
TOTAL								xxxxx

Year: 2010

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount
Output 1 Improved instruments for integration of socially excluded people and groups at risk into labour market by introducing new training programmes and implementing them in six municipalities Baseline: adult vocational training and retraining system not meeting market needs in social employment sector, lack of flexible work forms Indicators: number of social workers assistants trained and employability increased	1.1 Selecting and training people according to formal <i>aur pair</i> /social workers assistants' vocational training programme in Klaipeda and Stonaiciai boarding houses	X	X			UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Telsiai District Head Administration Stonaiciai Boarding House	ESF funds	Contractual services, national consultants, travel, miscellaneous expenses, supplies	xxxxx
<i>Targets: Selection and training of people according to formal <i>aur pair</i>/social workers assistants' vocational training programme carried out (33 weeks, 57 people trained)</i>	1.2 Selecting and training of people according to formal social workers assistants vocational training programme in Klaipeda	X	X	X		UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre	ESF funds	Contractual services, national consultants, travel, miscellaneous expenses, supplies	xxxxx
Selection and training of people according to formal social workers assistants vocational training programme carried out (5 weeks, 37 people trained) Selection and training of people according to formal cleaners training programme carried out (50 people trained) Selection and training of people according to informal vocational training programme on decorative textile (65 people trained) Individual career planning seminars	1.3 Selecting and training of people according to formal cleaners training programme in Klaipeda	X	X	X		UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office	ESF funds	Contractual services, national consultants, travel, miscellaneous expenses, supplies	xxxxx

<p>fro 150 people organised</p> <p>Related CP outcome: n/a</p>	<p>1.4 Selecting and training of people according to informal vocational training programme on decorative textile in municipalities</p>	<p>X</p>	<p>X</p>			<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	<p>ESF funds</p>	<p>Contractual services, national consultants, travel, miscellaneous expenses, supplies</p>	<p>xxxxx</p>
	<p>1.5 Organising individual career planning seminars in municipalities</p>		<p>X</p>	<p>X</p>		<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	<p>ESF funds</p>	<p>Contractual services, national consultants, travel, miscellaneous expenses, supplies</p>	<p>xxxxx</p>
<p>Output 2</p> <p>Fostered self-help initiatives, community activities and active participation of volunteers with a view to solve social exclusion reduction problems</p> <p>Baseline: underdeveloped network of preventive social services, still low prestige of voluntary work</p> <p>Indicators: number of people trained, number of international partners identified, international conference organized, Good Practice Handbook published</p> <p><i>Targets:</i> Introduction of International Home-Start activities model (120 participants involved)</p> <p>Selection and training of people according to informal Home-Start managers and organizers programme</p>	<p>2.1 Introducing international Home-Start activities model in municipalities: mastering and applying the work methods</p> <p>2.2 Selection and training of people according to informal Home-Start managers and organizers programme in Klaipeda and Stonaiciai boarding houses</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p> <p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre</p>	<p>ESF funds</p>	<p>Contractual services, national consultants, travel, miscellaneous expenses, supplies</p>	<p>xxxxx</p> <p>0</p>

<p>(40 target groups representatives involved)</p> <p>Seminar/forum for policy makers (Parliament, the Lithuanian Government, Ministry of Social Security and Labour) on current voluntarism situation organised</p> <p>Two partners found and educational international visits for 12 participants to get acquainted with the organization and management of voluntary activities in the EU countries organised</p> <p>Conference on the status of volunteers and their involvement in providing social services organised</p> <p>Good Practice Handbook published</p> <p>Related CP outcome: n/a</p>	<p>2.3 Organising seminar/forum for policy makers (Parliament, the Lithuanian Government, Ministry of Social Security and Labour) on current voluntarism situation in Lithuania and future prospects</p>	X	X			<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	ESF funds	<p>Contractual services, national consultants, travel, miscellaneous expenses, supplies</p>	xxxxx
	<p>2.4 Searching for partners and educational international visits for 12 participants to get acquainted with the organization and management of voluntary activities in the EU countries</p>	X				<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	ESF funds	<p>Contractual services, travel, miscellaneous expenses, supplies</p>	xxxxx
	<p>2.5 Organising conference on the status of volunteers and their involvement in providing social services in the EU countries as well as in Lithuania</p>					<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	ESF funds	<p>Contractual services, travel, miscellaneous expenses, supplies</p>	0

	2.6 Preparing and publishing Good Practice Handbook			X	X	UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office	ESF funds	National consultants, contractual services, publishing services	xxxxx
PUBLICITY									xxxxx
TOTAL									xxxxx

Year: 2011

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount
<p>Output 1</p> <p>Improved instruments for integration of socially excluded people and groups at risk into labour market by introducing new training programmes and implementing them in six municipalities</p> <p>Baseline: adult vocational training and retraining system not meeting market needs in social employment sector, lack of flexible work forms</p> <p>Indicators: number of social workers assistants trained and employability increased</p> <p><i>Targets:</i> Selection and training of people according to formal <i>aur pair</i>/social workers assistants' vocational training programme carried out (33 weeks, 57 people trained)</p> <p>Selection and training of people according to formal social workers assistants vocational training programme carried out (5 weeks, 37 people trained)</p> <p>Selection and training of people according to formal cleaners training programme carried out (50 people trained)</p> <p>Selection and training of people according to informal vocational training programme on decorative textile (65 people trained)</p> <p>Individual career planning seminars</p>	1.1 Selecting and training people according to formal <i>aur pair</i> /social workers assistants' vocational training programme in Klaipeda and Stonaiciai boarding houses					UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Telsiai District Head Administration Stonaiciai Boarding House	ESF funds	Contractual services, national consultants, travel, miscellaneous expenses, supplies	0
	1.2 Selecting and training of people according to formal social workers assistants vocational training programme in Klaipeda					UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre	ESF funds	Contractual services, national consultants, travel, miscellaneous expenses, supplies	0
	1.3 Selecting and training of people according to formal cleaners training programme in Klaipeda					UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office	ESF funds	Contractual services, national consultants, travel, miscellaneous expenses, supplies	0

<p>fro 150 people organised</p> <p>Related CP outcome: n/a</p>	<p>1.4 Selecting and training of people according to informal vocational training programme on decorative textile in municipalities</p>				<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	<p>ESF funds</p>	<p>Contractual services, national consultants, travel, miscellaneous expenses, supplies</p>	<p>0</p>
	<p>1.5 Organising individual career planning seminars in municipalities</p>				<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	<p>ESF funds</p>	<p>Contractual services, national consultants, travel, miscellaneous expenses, supplies</p>	<p>0</p>
<p>Output 2</p> <p>Fostered self-help initiatives, community activities and active participation of volunteers with a view to solve social exclusion reduction problems</p> <p>Baseline: underdeveloped network of preventive social services, still low prestige of voluntary work</p> <p>Indicators: number of people trained, number of international partners identified, international conference organized, Good Practice Handbook published</p> <p><i>Targets:</i> Introduction of International Home-Start activities model (120 participants involved)</p> <p>Selection and training of people according to informal Home-Start</p>	<p>2.1 Introducing International Home-Start activities model in municipalities: mastering and applying the work methods</p>	<p>X</p>			<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	<p>ESF funds</p>	<p>Contractual services, national consultants, travel, miscellaneous expenses, supplies</p>	<p>xxxxx</p>
	<p>2.2 Selection and training of people according to informal Home-Start managers and organizers programme in Klaipeda and Stonaiciai boarding houses</p>				<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre</p>	<p>ESF funds</p>	<p>Contractual services, national consultants, travel, miscellaneous expenses, supplies</p>	<p>0</p>

<p>managers and organizers programme (40 target groups representatives involved)</p> <p>Seminar/forum for policy makers (Parliament, the Lithuanian Government, Ministry of Social Security and Labour) on current voluntarism situation organised</p> <p>Two partners found and educational international visits for 12 participants to get acquainted with the organization and management of voluntary activities in the EU countries organised</p> <p>Conference on the status of volunteers and their involvement in providing social services organised</p> <p>Good Practice Handbook published</p> <p>Related CP outcome: n/a</p>	<p>2.3 Organising seminar/forum for policy makers (Parliament, the Lithuanian Government, Ministry of Social Security and Labour) on current voluntarism situation in Lithuania and future prospects</p>					<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	<p>ESF funds</p>	<p>Contractual services, national consultants, travel, miscellaneous expenses, supplies</p>	<p>0</p>
<p>Good Practice Handbook published</p> <p>Related CP outcome: n/a</p>	<p>2.4 Searching for partners and educational international visits for 12 participants to get acquainted with the organization and management of voluntary activities in the EU countries</p>					<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	<p>ESF funds</p>	<p>Contractual services, travel, miscellaneous expenses, supplies</p>	<p>0</p>
	<p>2.5 Organising conference on the status of volunteers and their involvement in providing social services in the EU countries as well as in Lithuania</p>		<p>X</p>			<p>UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office</p>	<p>ESF funds</p>	<p>Contractual services, travel, miscellaneous expenses, supplies</p>	<p>xxxxx</p>

	2.6 Preparing and publishing Good Practice Handbook	X			UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office	ESF funds	National consultants, contractual services, publishing services	xxxxx
Project publicity						ESF funds		6789.93
TOTAL								xxxxx

V. MANAGEMENT ARRANGEMENTS

The project is falling under the thematic competence of the Ministry of Social Security and Labour. Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office will serve as Project Implementing partners under NEX modality as per standard UNDP procedures. Due to specificity of funding source (European Social Fund resources), all payments for the Project will be directly processed by UNDP Lithuania (under Direct Agency Implementation modality), in line with the UNDP Programming for Results Management User Handbook. UNDP Lithuania will be responsible for:

- Administration of the Project
- Project Procurement process in line with UNDP and ESF rules
- Overall quality assurance of project activities and products
- Consultancy and expert support necessary at various phases of the project implementation
- Project's publicity activities
- Ensuring that project is managed as per UNDP rules and regulations
- Ensuring reporting to ESF agency as per agreed templates.
- Knowledge management: codification of knowledge and good practices

A **Project Board** will be established to take responsibility for making executive management decisions for a project when guidance is required by the Project manager, including approval of project revisions. The Project Board will be comprised of the representatives of UNDP Lithuania, Klaipeda Social Support Centre; Klaipeda Family and Child Welfare Centre; Kaunas Generation House; Ukmerge City Non-Institutional Social Service Centre; Taurage Region Social Service Centre; Plunge Lodging House; Telsiai District Head Administration Stonaiciai Boarding House; Kelme Region Municipality Social Service Office. In order to ensure UNDP's ultimate accountability, Project Board decisions should be made in accordance to standards that shall ensure best value to money, fairness, integrity transparency and effective international competition. In case a consensus cannot be reached, final decision shall rest with the UNDP Programme Manager. Based on the approved annual work plan (AWP), the Project Board may review and approve project quarterly plans when required and authorizes any major deviation from these agreed quarterly plans. It is the authority that signs off the completion of each quarterly plan as well as authorizes the start of the next quarterly plan. It ensures that required resources are committed and arbitrates on any conflicts within the project or negotiates a solution to any problems between the project, European Social Fund (ESF) Agency and other external bodies. In addition, it approves the appointment and responsibilities of the Project Manager.

In addition and independently from the Project Board's role **Project Assurance role** will be important for the smooth project implementation. This will support the Project Board by carrying out objective project oversight and monitoring functions. During the Running a Project process, this role will ensure that the appropriate project management milestones are managed and completed. Head of UNDP Office in Lithuania will perform this function.

VI. MONITORING FRAMEWORK AND EVALUATION

Within the annual cycle

- Quarterly progress reports shall be submitted by the Project Manager to the Project Board through Project Assurance, using a template developed for this purpose and derived from a standard format available in Atlas. The template includes reporting on achievements, planned activities, risks log, incurred and planned expenditure.
- ESF specific progress and final report as outlined in the Agreement (annually and final report)
- A project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project
- To complement the above, an annual project review will be conducted during the fourth quarter of year as a basis for assessing the performance of the project. In the last year, this review will be a final assessment. This review will be driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes.

Quality Management for Project Activity Results

OUTPUT 1: Improved instruments for integration of socially excluded people and groups at risk into labour market by introducing new training programmes and implementing them in six municipalities.		
Activity Result 1 (Atlas Activity ID)	1.1. Vocational training of social workers and increasing quality of social services	Start Date: May 2009 End Date: June 2010
Purpose	Train people according to formal <i>aur pair</i> /social workers assistants' vocational training programme to improve professional competence of groups at risk to ensure the quality of provided social services and at the same time to solve problems of social re/integration into the labour market	
Description	Selecting and training people according to formal <i>aur pair</i> /social workers assistants' vocational training programme	
Quality Criteria	Quality Method	Date of Assessment
Social workers professional competence increased after carrying out trainings by Labour Market Training Centres, quality of provided social services increased	Participants' lists and evaluation forms	Immediately upon carrying out the activity

Activity Result 2 (Atlas Activity ID)	1.2 Vocational training of professional social workers assistants	Start Date: March 2010 End Date: July 2010
Purpose	Train professional social workers assistants with a view to provide professional individualized social services	
Description	Selecting and training of social workers assistants according to formal vocational training programme	
Quality Criteria	Quality Method	Date of Assessment
Representatives from groups at risk trained/retrained at Labour Market Training Centres, quality of provided social services increased	Participants' lists and evaluation forms	Upon completion of training
Activity Result 3 (Atlas Activity ID)	1.3 Training of cleaners	Start Date: March 2010 End Date: July 2010
Purpose	Train socially excluded people with a view to provide qualitative cleaners services	
Description	Selecting and training of people according to formal cleaners training programme	
Quality Criteria	Quality Method	Date of Assessment
50 people trained, employability increased	Participants' lists and evaluation forms	Upon completion of training
Activity Result 4 (Atlas Activity ID)	1.4. Training on decorative textile	Start Date: June 2010 End Date: August 2010
Purpose	Train people according to informal vocational training programme on decorative textile to increase their handicraft and entrepreneurship skills and eventually engage in individual activities or start SMEs	
Description	Selecting and training of people according to formal vocational training programme on decorative textile	
Quality Criteria	Quality Method	Date of Assessment
65 participants taking part in vocational training, employability increased	Participants' lists and evaluation forms	Upon completion of training
Activity Result 5	1.5. Individual career planning seminars	Start Date: June 2009

(Atlas Activity ID)		End Date: February 2011
Purpose	Strengthen individual career planning skills of vulnerable people	
Description	Organising individual career planning seminars in municipalities for representatives from social groups at risk	
Quality Criteria	Quality Method	Date of Assessment
150 social workers participating in the in the seminars, participants' satisfaction	Participants' lists and evaluation forms	Immediately upon carrying out the seminars
OUTPUT 2: Fostered self-help initiatives, community activities and active participation of volunteers with a view to solve social exclusion reduction problems		
Activity Result 1 (Atlas Activity ID)	2.1. International Home-Start activities model	Start Date: March 2009 End Date: March 2011
Purpose	Provide professional help and advice to young families at risk and contribute to solving their social problems	
Description	Introducing International Home-Start activities model in municipalities: mastering and applying the work methods	
Quality Criteria	Quality Method	Date of Assessment
120 social workers participating in round table events	Participants' lists and evaluation forms	Immediately upon carrying out the events
Activity Result 2 (Atlas Activity ID)	2.2. Training according to informal Home-Start managers and organizers programme	Start Date: July 2009 End Date: December 2009
Purpose	Develop and expand the network of voluntary and preventive social services	
Description	Organising trainings according to according to informal Home-Start managers and organizers programme	
Quality Criteria	Quality Method	Date of Assessment
40 target group representatives participating in trainings; participant's satisfaction	Participants' lists and evaluation forms	Upon completion of the trainings

Activity Result 3 (Atlas Activity ID)	2.3. Seminar/forum for policy makers on current voluntarism situation	Start Date: March 2009 End Date: April 2009
Purpose	Increase awareness on current voluntarism situation in Lithuania and related problems	
Description	Organising seminar/forum for policy makers (Parliament, the Lithuanian Government, Ministry of Social Security and Labour) on current voluntarism situation in Lithuania and future prospects	
Quality Criteria	Quality Method	Date of Assessment
40 participants taking part in the forum; participant's satisfaction	Participants' lists and evaluation forms	Immediately upon carrying out the event
Activity Result 4 (Atlas Activity ID)	2.4. Search for partners in the EU	Start Date: June 2009 End Date: March 2010
Purpose	Increase awareness on the organization and management of voluntary activities in the EU countries	
Description	Searching for partners and educational international visits for 12 participants to get acquainted with the	
Quality Criteria	Quality Method	Date of Assessment
12 participants taking part in the international visits; participant's satisfaction	Participants' lists and evaluation forms	Immediately upon carrying out the visits
Activity Result 5 (Atlas Activity ID)	2.5. Conference on status of volunteers	Start Date: April 2011 End Date: May 2011
Purpose	Increase awareness of decision makers on the status of volunteers with the aim to promote voluntarism in Lithuania, involve NGOs into decision making and strengthen intersectorial cooperation	
Description	Organising seminar/forum for decision makers (Parliament, the Lithuanian Government, Ministry of Social Security and Labour) on current voluntarism situation in Lithuania and future prospects	
Quality Criteria	Quality Method	Date of Assessment
90 decision makers taking part in the event; participant's satisfaction	Participants' lists and evaluation forms	Immediately upon carrying out the event
Activity Result 6 (Atlas Activity ID)	2.6. Good Practice Handbook	Start Date: August 2010 End Date: March 2011
Purpose	Increase awareness on the organization and management of voluntary activities in the EU countries	

Description	Preparing and publishing Good Practice Handbook		
Quality Criteria	Quality Method	Date of Assessment	
Good Practice Handbook timely and in cost-effective manner. It will serve as a handbook on: applying the best proved instruments of vulnerable people integration into labour market; importance of preventive social work and its development in Lithuania; possibilities of organizing social service provision network; advantages of virtual labour exchange	Approval of text of the Good Practice Handbook by the Project Manager and ESF managing authority	Immediately upon carrying out the activity	

VII. LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article I of the SBAA between the Government of Lithuania and UNDP, signed on 12 July 1993.

This project document shall be the instrument envisaged in the Supplemental Provisions to the Project Document, attached hereto.

VIII. ANNEXES

Risk Analysis:

OFFLINE RISK LOG



Project Title: OUR CHOICE: Professions or Voluntarism	Award ID:	Date: 12 March 2009
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#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
1	<i>High level of unemployment in Lithuania;</i>	<i>12 March 2009</i>	Economic	Difficulties for targeted risk groups to find gainful employment P = 2 I = 2	Increasing to the extent possible the competences of targeted beneficiaries to become competitive job seekers in the local market;	Ruta Svarinskaite	Lyra Jakuleviciene	12 March 2009	N/A

Agreements:

Attached to this project document is an agreement with annexes signed between UNDP, Ministry of Social Security and Labour and ESF Agency on 14 August 2008, which forms a basis for signing this project document.