

Government of Albania



United Nations Development Programme Albania and UN Volunteers



Empowering the Vulnerable Communities of Albania: Support to the Implementation of the National Strategy for Improving Roma Living Conditions

Brief Description: The project will contribute to the social integration of vulnerable minorities while valuing their diversity. It will directly assist the poorest and most marginalized minority communities at the local level by facilitating their access to social services (e.g., civil registration), promoting participatory planning in marginalized communities, developing local infrastructure, enhancing Roma and Egyptian “employability”, and working in partnership with government and civil society to implement the National Roma Strategy. Target beneficiaries of this project will be Roma and Egyptians living in the areas of Fier, Elbasan, and Tirana.

Partnering Organizations: Terre des Hommes, Tirana Legal Aid Services (TLAS), UN Resident Coordinator Fund, the Albanian Red Cross, the Spanish Red Cross, UN Population Fund (UNFPA), World Health Organization (WHO), UNICEF, Regional Environmental Center (REC) and government-related structures (local and central) dealing with marginalized minorities.

SIGNATURE PAGE

Country: **ALBANIA**

UNDAF Outcome(s)/Indicator(s): Outcome 2: An enabling environment is in place to ensure people's participation in policy formulation and the decision making process

Expected Outcome(s)/Indicator(s): Outcome 2.1: Institutions and forums in place to support people's participation, including youth and women – with people empowered to take active part in policy formulation and decision making at all levels

Expected Output(s)/Annual Targets: Output: Strong networks increase participation of marginalized groups

Implementing partners: UNDP and UNV

Responsible parties: -Committee on Minorities, Ministry of Labour and Equal Opportunities
-Committee on Minorities, Ministry of Foreign Affairs

<p>Programme Period: 2 years (24 months)</p> <p>Programme Component: Democratic Governance</p> <p>Project Title: Empowering Vulnerable Communities in Albania</p> <p>Project Award: 00046898 (UNV) Project Number: 00056090 (UNV)</p> <p>Project Award: Project Number:</p> <p>Project Duration: August 2007 – July 2009</p>	<p>Budget USD 846,438</p> <p><u>Allocated resources:</u></p> <p>UNDP: 100,000 UNV SVF: 526,500 UN Resident Coordinator's Fund: 38,400</p> <p>Parallel funding:</p> <ul style="list-style-type: none"> ▪ Terre des Hommes 100,000 ▪ Tirana Legal Aid Services (TLAS) 27,775 ▪ Regional Environmental Center 53,763 <p>In kind contributions: UNFPA, WHO, UNICEF, and the Red Cross</p>
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Agreed by:	Name/Title	Signature	Date
Government	Mr. Koço Barka Minister of Labour Social Affairs and Equal Opportunities, Government of Albania		
UNDP	Gülden Türköz-Cosslett UN Resident Coordinator and UNDP Resident Representative		
UNV	Ad de Raad Executive Coordinator		13 July 2007

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PART I: SITUATIONAL ANALYSIS

1.1 Introduction

Although the government of Albania has been successfully implementing important political, social and economic reforms, the country is still, after several years of relative stability and considerable economic growth, among the poorest in Europe. Based on the 2005 poverty assessment of the World Bank Living Standards Measurement Survey (LSMS), 18.5% of Albanians live below the poverty line. As much as 80% of the entire Roma community, live below the poverty line. Poverty is the result of exclusion and discrimination, and a condition to which these vulnerable groups have been relegated without the ability to react.

Statistics reveal alarming figures for the Roma minority of Albania. A 2006 UNDP study on the Social Vulnerability of Roma reveals that 55% of this group aged 15 years and younger are illiterate, compared to only two percent of the non-Roma population. As many as 20% of Roma households reside in slum areas living in ruined houses, or huts, compared to less than one percent of non-Roma households. In Roma-concentrated areas, families live in shacks or in abandoned buildings previously owned by state factories and a considerable number, in urban areas, find shelter in waste facilities. Many live in unregulated areas with no provision of potable water or sewers. The official data of the health of Roma in Albania is scarce, but it is estimated that life expectancy for Roma is 10 years lower than that of the rest of the population. These figures demonstrate that for Roma, poverty is multidimensional, extreme and chronic.

The situation is further exacerbated for women who often abandon school at a relatively young age for early marriage or work in the informal sector. They are more prone to health risks and are probable victims of violence (either domestic or resulting from the majority population discriminatory attitudes)¹. Their life is often characterized by a conflict between the traditional culture and modern development. They often struggle between following traditions while adapting to modern life. The importance of this dichotomy differs from one community to the other. Nevertheless, it creates prejudices that are transmitted to children (ex. resistance to mixing with the rest of the society). The current proposal recognizes this bridging role of women and considers them as a major beneficiary group of the project.

There are several factors contributing to the isolation of Roma including a lack of education, high unemployment, and poor infrastructure. One specific exclusion factor is the lack of basic legal documents such as birth certificates and other identification documents required to gain access to economic aid, education (school attendance), health services or professional training for employment opportunities (as there is a high incidence of delinquency and unemployment). While disadvantaged minorities may view the registration process as cumbersome, expensive and discriminatory, their registration would allow for greater access to social and economic assistance and a delivery of services. The registration of Roma children, for example, would prevent them from becoming easy victims of trafficking and would help to locate and repatriate those already trafficked.

The 'non-existent' status of a large proportion of Roma further precludes their involvement and influence in Albanian public life. If they were able to vote, they would be empowered to protect their rights and freedoms in Albanian society.

The absence of official demographic figures for Roma minorities is another set back in the quest

¹ At Risk: The social vulnerability of Roma in Albania (UNDP, 2006).

to understand their socio-economic status. According to various sources, including the National Roma Strategy, and several national Roma Associations, the estimated figures for the Roma population vary from 80,000 to 150,000. These figures account for about three percent of the total Albanian population. The national Census does not collect disaggregated data reflective of ethnic minorities. The scarce data and discrepancy between the available figures is one of many reasons that avert government attention from Roma and Egyptian needs, which further prevents authorities from formulating policies and taking action to address the problems.

In spite of these challenges, the Government of Albania has recognized the need to integrate Roma. In addition to signing several international treaties and conventions on the protection of minorities, the government has officially recognized the Roma and Vlachs (another minority originating from Romania) as “linguistic minorities” while the Greeks, Macedonians and Montenegrins are considered as “national minorities”. Several government bodies have been created for the protection and promotion of minority groups including the Inter-ministerial Committee on Minorities at the Council of Ministers (under the direct supervision of the Prime Minister), the Committee of Minorities at the Ministry of Foreign Affairs, and the Roma Monitoring Committee at the Ministry of Labour, Equal Opportunities and Social Affairs. There is also a [National Strategy for Improving Roma Living Conditions](#) endorsed by the Council of Ministers in 2003. The Strategy is a first attempt to bring all relevant stakeholders together to document the main areas of focus in improving the social and economic situation of the Roma and ensuring their integration. Unfortunately, no advancement has been made in regards to its implementation due to the scarcity of national resources. Though Albania is not a signatory member of the [Decade of Roma Inclusion \(2005–2015\)](#), it does not exclude the government’s participation in addressing Roma priorities. The Decade presents an opportunity for greater national action to alleviate the poverty of Roma.

This project will capitalize on UNDP/UNV previous successful partnership on the Local Governance Programme (LGP), which provides good practices and lessons for enhancing community mobilization, ownership and sustainability of volunteer-based activities in local communities.

1.2 Integration with Ongoing UNDP Activities

[UNDP Albania](#) has recognized the importance of social inclusion, specifically in Outcome 2 of the UN Development Assistance Framework - UNDAF (2006-2010), which highlights the need to have “Institutions and forums in place to support people’s participation, including youth and women – with people empowered to take active part in policy formulation and decision making at all levels”. This was further developed in the [Country Programme Action Plan - CPAP \(2006–2010\)](#), which calls attention to the need for mainstreaming minority issues in national and regional development agendas by incorporating vulnerable groups as part of the beneficiaries within existing projects.

To address these long-term objectives, UNDP has launched several initiatives to address the poverty of Roma and Egyptians. Several of these projects are ongoing and will be complementary to the proposed project:

1) *Minority’s Capacity Building and Advocacy Project*

This [project](#) builds capacities of central and local government officials, media, and Roma and Egyptian leaders on minority rights through an intensive training that introduces ways to preclude passive discrimination and promote social integration. The project has worked

intensely with national human rights organizations and minorities to develop a training curriculum and the manual, “[Respecting Human Rights and Promoting Interculturalism in Albania](#)”. To date, the training has established a core group of 20 national [expert minority trainers](#), of which several of the trainers are Roma. Plans are underway to include this programme into the orientation training delivered to newly recruited civil servants by the national Training Institute of Public Administration. The initial groundwork of the project will help shape governmental policymaking and will assist key Albanian institutions in preventing indirect discrimination practices and promoting social inclusion.

The [project](#) also raises awareness about disadvantaged minorities through a comprehensive public information campaign, supporting national media to foster mutual understanding and promote social inclusion. Advocacy activities promoted [International Roma Day](#), celebrated Roma culture by bringing [movies to poor communities](#), and will involve the broadcast of a 15-minute documentary.

2) The UN Joint Initiative on Monitoring the National Roma Strategy

UNDP is partnering with UNICEF, the UN Population Fund (UNFPA), the International Organization of Migration (IOM), and the UN Resident Coordinator’s Office to establish a [monitoring and progress reporting mechanism](#) for the National Roma Strategy. The project will directly support staff working within the Labour Ministry’s Roma Monitoring Committee to revise the Strategy’s indicators and prepare a methodology for conducting Roma based surveys to collect data and measure the indicators. Information collected from various Ministries and other Institutions will culminate in a progress report on strategy implementation as foreseen in the action plan.

3) Vulnerability Assessment Report

During 2006, UNDP released a national Roma report, “[At Risk: The Social Vulnerability of Roma in Albania](#)”. The report analyzes quantitative data collected from a survey of Roma families living in 15 Albanian municipalities. The respondents of the survey included families of the non-Roma population that lived near the minority community. This created, for the first time, the prospect of analyzing and comparing, at a national level, the quantitative data of 450 families of the Roma population with those of the majority population.

This report forms part of a larger regional study that was published by the [UNDP Regional Bureau](#) in Bratislava, “[At Risk: Roma and the Displaced in Southeast Europe](#)”. Other countries that have already launched or plan to release national reports include Serbia, Macedonia, Montenegro and Kosovo.

1.3 Strengthening the Role of Voluntary Action

The project will contribute to the three [UNV](#) Areas of Distinctive Contributions: access to services and service delivery; inclusion and participation; and community mobilization through voluntary action.

UNV will play a key role in facilitating the recognition and integration of minorities into mainstream society through legitimizing their social status (registration with relevant authorities), and cooperating with concerned stakeholders to raise awareness on equal opportunity rights. Moreover, UNV volunteers will be instrumental in mobilizing local minority communities via community-based organizations (CBOs) and volunteer-involving organizations (VIOs), building on local community dynamics and social mechanisms. UNV volunteers will involve community volunteers by using a participatory process that identifies and implements local development

initiatives to enhance their living conditions (i.e., infrastructure projects) and build local capacity. UNV interventions at the local level will build trusting relationships between government and minority citizens as well as foster a constructive dialogue between the communities, government and civil society stakeholders.

PART II: STRATEGY

2.1 Project Objectives

The project will coordinate the activities of agencies working with vulnerable minorities and provide direct assistance to the poorest and most marginalized Roma communities at the local level (villages and quarters). At the regional level, the project will empower vulnerable ethnic minorities to partner with relevant organizations and government institutions in facilitating access to social and economic aid programmes with the registration of marginalized communities. Minority communities will further establish partnerships with local government to address urgent development priorities in the poorest areas. The ethnic minority group members, targeting women and youth of this community, will participate in on-the-job training and vocational education, partaking in professional courses on construction, health care and policing. A network of health, education and police mediators and community counseling groups, will be established to further secure the well-being of the Roma and Egyptian population. The most important of these results would be to enable these vulnerable groups to exercise their rights as human beings, which, in most cases, is currently seen as a privilege. Positive action will be undertaken to encourage Roma to participate in mixed activities, which bring them together with neighboring “majority” communities for more social integration.

At the central level, the project will support the Government’s work on social inclusion and improved governance, placing Roma issues on the national development agenda, and bringing minority rights in line with similar proactive courses of action taken by neighbouring Eastern European states. To this effect, the project will build capacities of central and local government, NGOs and media on minority rights and will provide them with the proper tools for mainstreaming minority issues as mechanisms of national and regional development planning. A comprehensive public information campaign will serve to increase awareness about disadvantaged minorities.

The project will also fall inline with the National Roma Strategy addressing the main objectives identified in education, culture, employment, health, infrastructure, justice, and public administration reform.

Based on intensive consultations with all relevant stakeholders and field visits to the Roma communities throughout the country, key priorities have been identified. The project will implement activities based on 6 key intervention goals:

1. Enhance Social Inclusion and Access of Minorities to Social Services;
2. Support Community Participation to Address Development Priorities;
3. Develop Capacities and Employable Skills;
4. Mobilize Community Volunteer Health, Education and Police Mediators;
5. Promote Minority Issues and Implement the National Roma Strategy; and
6. Advocacy on minority issues and social inclusion.

The proposed project duration is for 24 months (2 years) and will be implemented through a direct execution modality. The main outputs of the project are described below.

2.1.1 Enhance Social Inclusion and Access of Minorities to Social Services

Registration is a key issue for Roma and Egyptian minorities in Albania since often they lack the basic legal documents (i.e., birth certificates, personal identification cards, documents, etc.) needed to access social and economic assistance, health care, education, employment opportunities and political representation.

The Government by law requires all citizens of Albania to register their newborn within 45 days. Registration is done through local civil registration offices administered by the municipalities and communes. If persons fail to register beyond the maximum allowed period, then the process requires the family to recruit a lawyer, pay a 20 USD fine, and go through a court procedure. This process can take up to six months and requires payments and documents that most Roma families cannot afford or are simply unaware of. Another difficulty associated with registration is that citizens must register in the cities or communes where they were born. As some Roma are constantly moving, this requires extra efforts to retrieve documents. Children cannot be registered unless their parents are, and since many Roma marry at ages earlier than the legal age, they simply do not register. Home births pose an additional problem, requiring that witnesses sign additional paperwork and that a doctor at a local health center verifies the age and gender of the person being registered. More complications are faced by persons born abroad (i.e., migrant Roma families), who require certification from the Ministry of Foreign Affairs and documents to be sent from abroad. Migrant parents working in Greece, however, will often change their names in hopes of receiving Greek citizenship, thus making it more difficult to register their newborn child when they return to Albania.

Vulnerable minority groups lack awareness and proper understanding of the benefits of registration procedures, and when they do attempt to register, they often face discrimination from civil registry offices and courts. This cumbersome process dissuades them from going through the procedures.

Over a two-year period, the project would assist at least 300 individuals settled within a particular commune or municipality in the regions of Tirana, Fier and Elbasan in receiving legal documentation. The project will collaborate with selected legal and international organizations to assist Roma families in accessing the social-economic benefits that they are entitled to receive, and to ensure their children's enrolment in schools. This assistance, along with financial support for legal/notary services, is essential for access to relevant identification documents, which is a prerequisite for social inclusion, in general, and a precondition for active participation in the other components of the project, in particular. In order to limit uncertainties and risks, the project will target only settled Roma communities.

Additional activities including free legal counseling and support, the raising of awareness on the values of registration particularly among young women and expecting mothers, and lobbying with relevant public authorities will be incorporated into this component of the project.

One experienced national agency has been identified as a potential partner for undertaking the registration of Roma in two of the proposed regions. The [Tirana Legal Aid Service \(TLAS\)](#) is an organization that mobilizes resources to provide free legal consultation for unregistered families. UNDP has discussed a cooperation with the organization whereby registration will be facilitated in the Roma communities where the project will be focusing its efforts. TLAS will work in Tirana

and Elbasan. Terre des Hommes, experiences in registration and working in all project areas, will contribute to the project, by identifying and referring children in need of registration.² UNICEF will also support TLAS in registration of Roma youth in areas of Tirana that are not supported by the project.

TLAS has an in-house lawyer that will complete the legal documents and will represent Roma in court for birth registrations. The organization will also provide services for assessing community needs in terms of registration cases and will raise awareness of Roma families about the registration process and requirements (legal services) through a process called “street law”. This field-based legal consultation uses volunteer students in their final year of law studies to improve the capacities of Roma NGOs and train court clerks (including women clerks where possible and Roma women NGOs) on delivering legal aid to minorities. They also have an established toll free hotline, which Roma can call to receive free legal advice. As part of their contribution to the project, TLAS will contribute with at least 22,000 USD that will cover an additional 80 registration cases per year and trainings to local NGOs at no extra cost. The organization will cover the fees of penalties and notary charges and will ensure that Roma will have access to the social services they are entitled to.

Since there is currently no organization that has been working with the registration of Roma in Fier region, work will be carried out by the local NUNV Community Development Officers, in cooperation with TDH local staff to register Roma living in the region.

At the central level, the NUNV Project Coordinator will work with relevant government bodies to influence policy change and improve the registration process for disadvantaged groups, eliminating tedious and unnecessary procedures, and taking into consideration the special approaches required for Roma. UNDP will join BKTF, a coalition of international organizations and donors that work together to reform legislation and policies that hinder Roma registration. A proposal has been submitted to the Prime Minister’s Office by the coalition to amend and streamline registration law. However, the outcome is still unclear and no official reforms have taken place. Moreover, there will be specific support required by the Ministry of Foreign Affairs to secure needed documentation for the registration of persons born abroad.

Once registered, minority families can enjoy other benefits such as securing property rights, registering for vocational training, and participating in Albanian public life.

2.1.2 Support Community Participation Aimed at Addressing Development Priorities

A number of activities will be organized at the local level to empower vulnerable communities and promote an open and consultative dialogue with regional government about local needs and challenges. Capacity building and infrastructure development are key areas of focus at the grassroots level.

Based on past and ongoing UNDP positive practices such as the [Local Governance Programme](#) and the [Kukes Regional Development Initiative](#), the project will work with Roma communities at the local level to support the creation of Community Based Organizations (CBOs) which are voluntarily formed groups with members from the same village or quarter. CBOs will be consulted regularly and will lead the processes of identifying priority infrastructure development needs of their communities. They will plan and work with local government to jointly implement the infrastructure and other social development projects. Several CBOs will be created within each of the participating regions with particular attention to ensuring the participation of women and youth in CBOs. Terre des Hommes, in collaboration with Amaro Drom and others, will

² Due to the delayed start-up of the project, Terre Des Hommes has already begun implementing the project activities and has therefore reduced its project contribution to 50,000 USD. Further contribution to the project is still possible if Terre des Hommes secures a bud.get extension.

identify and train selected CBOs to be specialized in child protection and will work with local authorities and educational personnel to provide child protection services, including the referral of children in risk of trafficking, creating child protection units, and monitoring child protection related activities. The NUNV Community Development Officer, in collaboration with Terre des Hommes staff, will act as a catalyst to bring together the community and build open communication with the local government. This social mobilization is an important way of enhancing the sense of ownership and ensuring the sustainability of post-project completion. Involvement of Roma is regarded as essential as it is meant to transform them from passive beneficiaries into active agents of change in their communities.

Terre Des Hommes will support CBOs with funds ranging from 200 USD to 2,000 USD to carryout small-scale development initiatives focusing on areas of education and/or child protection awareness. Around 35 to 45 initiatives, matched with in-kind contributions of the community and local government, will be implemented with the 100,000 USD made available. In the past TDH has awarded grants to local communities to initiate income generation activities, provide training on hygiene, give courses on literacy of the Albanian language, and support local cultural events.

The project will further support communities with the implementation of at least three infrastructure projects in each region. Contributions from the project fund will support at least 70-80% of the total project cost. The local government (commune or municipality) will contribute to at least 20% of the project cost (financial or in-kind). The final 15-10% of the cost will be supported by the in-kind contribution of the community, through volunteer labour, machinery, and/or other required materials. There will be certain criteria put in place for the types of infrastructure to be implemented. For instance, infrastructures that benefit a large majority of the population and have an emphasis on social integration will be supported. Also projects that complement local and national plans (such as the National Roma Strategy) and projects with the aim of social development will be encouraged.

All aspects of the infrastructure project, from the planning phase to post-project maintenance, will be participatory, involving community in partnership with local government. This participatory approach will ensure sustainability and ownership at the local level. Though the needs of the community are far greater than what the project infrastructure component can provide, the idea is to establish dialogue and cooperation among all actors at the local level so that this methodology can be carried on to other small-scale projects.

The Regional Environmental Center (REC) is an NGO that promotes a clean and a green environment, and works to reduce health consequences related from poor environmental conditions. It will be a partner to support CBOs with infrastructure projects and capacity building. Through the NUNV Volunteers REC will work with the Roma CBOs to implement at least three infrastructure projects, totaling approximately 40,000 Euros. These infrastructure projects must have a strong environmental focus (i.e. potable water supply, waste management, etc...). The same modality of cost sharing with the community and local government units (either in-kind or financial) will be applied. UNDP and REC may also combine their funds for relevant projects. Additionally, REC will work alongside the Community Development Officers to train the CBO members on environmental awareness and management and will carry out an educational programme on the environment for young Roma children attending schools.

During the present transition period, the government has been distributing property to citizens; however, in most cases Roma have never been part of this process since they lived a nomadic lifestyle prior to the period of communism. In order to resolve land disputes, the Albanian

government, through a recent extra-legality law, allowed for habitants settled on informal property to officially claim the land to government in hopes that they will be able to eventually purchase and reside on legal property. Over the next few years, the government plans to review these claims and issue judgments on the claimed property. There may be cases where Roma may not have legal ownership or lack the proper property documents (sometimes due to lack of registration) over their settlements. To avoid the risk of stalling the project in the case of property disputes, and to ensure the sustainability of infrastructures implemented by the project, work will be done in settlements where Roma have formal property ownership, and in agreement with local authorities. The project however will follow the issue of land distribution closely and will have a basis for further involvement in the case that further funding is secured for project expansion.

2.1.3 Develop Capacities and Employable Skills

High unemployment rates of the post-communist transition period have severely affected the social and economic status of Roma. In fact Roma have been driven out of the labour market more than any other social group in Albania. Low education levels, long-term unemployment, and lack of skills, combined with the discrimination they often face when obtaining and securing employment, leads to Roma social exclusion and fuels their chronic cycle of poverty.

The National Strategy for the Improvement of the Living Conditions of the Roma Minority highlights the need to improve employment of Roma through a combination of vocational trainings, recruitment in public works projects, and an improved awareness among employment office staff on the needs and policies for disadvantaged minorities. The project will work with relevant government bodies to address these three employment related objectives of the strategy.

In this way the project activities will support and strengthen on-going initiatives of the Government of Albania in the area of improving employment of Roma. The Government has identified Roma as a special group of unemployed job seekers and prioritizes them in employment and capacity building initiatives.³ One example of such capacity building initiatives by the Government is that Roma people that are registered as unemployed job seekers have the right to subscribe to free vocational trainings.⁴

Vocational Training

The project will cooperate with Regional Employment Offices that manage public vocational training courses, the National Employment Service (NES), and other vocational training agencies to enroll a selected number of minorities into mixed classes to interact with other social groups. Two of the eight public vocational schools are located in Tirana and Elbasan and offer a variety of short-term courses lasting from six weeks to four months. A UN Volunteer will work with the community to assess the interests, willingness, and skill development needs of selected individuals. Based on the employment assessment done together by the UN Volunteer, and the Regional Employment Center representatives, and including referrals by Terre des Homes, at least 60 individuals in the regions will enroll in various courses of professional training (i.e., foreign languages, computer skills, plumbing, tailoring, hairdressing, etc.). Though it will be a good step to ensure that Roma undertake vocational training based on market-based needs, it may be difficult in some cases of Roma to absorb this knowledge since it may require a certain level of education. Participants in vocational training will be carefully

³ See Law No. 7995 (20 September, 2005).

⁴ Under the implementation of Directive No. 287 (4 April, 2006) of the Ministry of Labour, Equal Opportunities and Social Affairs.

selected to ensure that several Roma enroll in courses based on market needs. Others, such as illiterate women and children will receive courses in literacy and other basic skill sets. TDH through its micro-initiative scheme will offer further assistance for women and children in areas of self-employment.

The project will arrange the course schedule with local vocational schools (so they do not conflict with other responsibilities the community members may have), provide transport, and secure the approval of families (in the case of women and young people interested in attending the courses).

Public Works and Employment Opportunities

As part of the infrastructure implementation, there will be on-the-job training in construction skills for selected unemployed Roma. This type of on-site learning will provide practical experience to those participating in the on-the-job training. This type of professional training is based on the previous UNDP project of [Beautiful Gjirokaster](#) where several youth, including Roma, received on-the-job training in renovation and restoration techniques for several UNDP-funded cultural heritage projects. For this project, several instructors with specialties appropriate to the type of project implemented (i.e., in construction, plumbing, electricity, engineering, etc.) will be recruited to coach and work alongside the community. These skills will be essential for the creation of future employment possibilities. Opportunities for practical work experience will be identified for all those who completed vocational training either within the framework of local infrastructure projects and/ or in collaboration with local authorities. Combining training programmes with public work projects is one priority that is listed within the National Roma Strategy.

The project, in cooperation with the Regional Employment Centers, will also encourage Roma artisans skilled in basket weaving, creating brandy boilers and copper jugs to become professional instructors at public vocational schools to teach their own courses to interested locals. The National Capacity Development Officer will also follow up, counsel and support individuals post-placement as well as mediate between employer/ employee upon need in order to increase the chances of maintaining their jobs and lowering the incidence of drop outs. A support network of local community members will be established in different communities for mutual support and sharing of experience. A special training module on job hunting and job etiquette will be developed and delivered with the vocational training.

Improving Awareness of Employment Offices

The project will provide training to public employment staff at the regional and national levels on issues of minority rights and unemployment to build a general awareness on the special circumstances surrounding Roma communities. The training sessions will also identify recommendations, developed by the staff, to support Roma employment as per the objectives of the National Roma Strategy.

At the central level, the NUNV Project Coordinator will consult with professional associations and chambers of industry to identify, review and validate the feasibility of potential incentives for private businesses to accommodate minorities for on-the-job training, and/or provide entry-level positions. The UNDP/UNV project staff will work also with NES and the Ministry of Labour to explore opportunities to integrate Roma into the labour market.

2.1.4 Mobilize Community Volunteer Health, Education and Police Mediators

Health, education, security, and human rights (including child protection) are four areas that require special attention within the Roma and Egyptian communities. In many cases, Roma are

unaware about basic health information and services offered by local health centers (or regional hospitals). Increased awareness on safety, security, human rights, and improved relations with the local police would also aid in their overall well-being and social integration. A considerable share of eligible Roma children are not enrolled in schools and many children abandon school at early stages of the education system, resulting in high illiteracy rates. Improving formal educational attainment levels is a key aspect of improving the situation of Roma and Egyptians: it is fundamental to improving access to the labour market and in improving relations between vulnerable communities and mainstream society.

Within the Roma communities, at least 30 persons will be selected by their communities to act as volunteer health, education and police mediators. These individuals should already have influence, respect and authority within the communities where they live. The selection will also be based on clear criteria (including a minimum level of studies and knowledge of Romani language). These selected individuals will then participate in a long-term intensive training conducted by specialized NGOs with exceptional expertise in the fields. Successful participants will receive an official certification provided by the government. Once trained, the selected mediators will develop a working methodology and job description as a basis for institutionalizing the qualifications required for health and police mediators in the Albanian jobs inventory. Also the mediators will collaborate with CBOs that have received specialized training on child protection issues by Terre des Hommes.

- 10 Police mediators will work with Roma communities and the local police departments to deal with prevention and treatment of problems including child protection, domestic violence, human trafficking, and alcohol and drug abuse. They will also work with the majority community to ensure that human rights are protected, especially in regards to vulnerable groups.
- 10 Health mediators will represent their communities and will facilitate communication with local authorities or medical personnel to provide medical advice and advocate better health practices to vulnerable communities. Topics would include the use of contraception, maternal and infant health, vaccinations, child trafficking and HIV/AIDS. Moreover, health mediators will facilitate the establishment of women self-help groups for mutual support and advice on priority issues for Roma women. Potential links with Roma centers or any other existing infrastructure (ex. CBOs) will be established for more sustainability and wider dissemination of information.
- 10 Education mediators will work with local education authorities and the community to encourage school attendance. The mediators will work with school authorities to advocate for curricula developed to meet the needs of the vulnerable communities. The mediators will also work with the vulnerable communities, both parents and young people, to encourage school attendance school. Methods to do this may include establishing after-school clubs, establishing pre-school classes for younger children and out-of-school Albanian language lessons.

An official agreement of cooperation (Memorandum of Understanding - MoU) will be established with local public health departments, police departments, educational departments and with related central level government units recognizing the role of the local mediators and community counseling groups. These agreements will commit public health, police departments and educational departments to support the activities of health, education and police mediators, and

those CBOs specialized in child protection. These agreements will ensure that the government will take over the project if proven successful.

2.1.5 Promote Minority Issues and Implement the National Roma Strategy

All of the initiatives at the local level will be supported at the national level by the NUNV Capacity Development Officer who will provide technical assistance to the Ministry of Labour and Equal Opportunities and other government agencies concerned in supporting the action plan for the implementation of the National Roma Strategy. A costing exercise will be part of updating the national action plan and will result from work done at the regional level by all relevant stakeholders. Efforts will be made to incorporate the needs of Roma into critical national plans of the National Strategy for Regional Development and Integration (NSDI) as well as the National Strategy for Social Inclusion. The project will also assist in improving coordination and reporting on progress achieved on the Roma Strategy among several government Ministries.

The project will continue with training to government, media, and other institutional organs to change mindsets, attitudes and behaviors of the majority population towards vulnerable minorities. Through an ongoing UNDP initiative on minorities, a comprehensive training manual and programme has been developed to promote minority rights, and recognize multiculturalism in Albanian society. This manual will be applied to conduct training for government officials and will be further used by national training agencies such as the Training Institute of Public Administration (TIPA).

Other activities of the project will involve facilitating networks with local level counterparts, providing guidance on policy reform and legal development for vulnerable groups. The networks, volunteer Roma Regional Committees, will include members from local government, Roma NGOs, educators, health care specialists, and the police and media to act as an advisory committee on local policy-making. The volunteer Regional Committees would work with minorities and liaise with regional authorities to assist concerned stakeholders in developing local action plans for the implementation of the National Roma Strategy. Activities relevant to the committees will include organizing relevant training sessions on human rights, leadership skills, and strategic planning to enhance the capacities of local government agencies on minorities-related issues. A general conference will be organized to amalgamate these actions plans.

If successful, these networks could eventually be formalized and endorsed as governmental Roma Regional Information Offices as it has been done in the neighbouring countries of Romania and Serbia.

2.1.6 Advocacy on Minority Issues and Social Inclusion

Albania's media coverage of minorities usually focuses on the negative and poor aspects of the Roma community. Disadvantaged minorities and their situation of development have low profiles in national newspapers, TV networks, and radio. Public awareness is essential for the achievement of an inclusive society. It provides a platform for minorities to share their culture and express their rights and values while creating a common understanding with the rest of the population. It also helps to overcome stereotypes and discriminatory practices.

Through UNDP's Public Information Office the project will work to improve the awareness and attitude of the general public about disadvantaged minority groups by supporting several

activities that promote a sense of multiculturalism within the country. Some activities that may be implemented include celebrations for International Roma Day, International Volunteer Day, the annual human rights film festival or other events that would sensitize the majority population. In addition, each issue that is covered by the project (such as registration, child protection, health, and vocational training) has an advocacy activity associated with it.

2.2 Target Beneficiaries

There will be different beneficiaries for each project component. It is estimated that about 15,000 Roma living in deplorable conditions will directly benefit from project activities such as registration, infrastructure development, health care, improved access to education and police training. The most direct involvement, involving the largest number of beneficiaries, will be the CBO formation, which is responsible for planning and implementation of infrastructure projects. Special efforts will be made to ensure participation of women and youth of the Roma and Egyptian communities. Local government units will also benefit from a strengthened minority community as well as from improved capacities that are caused by trainings and community participation activities.

2.3 Expected Key Results

- 300 Roma and Egyptian families will be registered and linked to social and economic aid;
- At least 150 children will be enrolled in primary schools;
- Nine infrastructure projects will be implemented in Roma populated areas;
- 15,000 Roma and Egyptian families will benefit from the infrastructure development projects;
- At least 30 Community Based Organizations (CBOs) will be formed, out of which 4 will be specialized in child protection;
- 35-45 micro-development initiatives will be implemented by CBOs;
- 60 minorities will complete vocational training (at least 50% are women);
- 10 health, 10 education and 10 police mediators will be trained;
- 100 local and central government officials will be trained in minority rights and intercultural understanding;
- At least 3 women self-help groups and 3 support networks will be established in participating regions; and
- 3 volunteer Roma Regional Committees will be established.

The government will ensure sustainability of the project results in several ways:

- Laws on birth registration and access to social and economic assistance will be reformed;
- Minority rights will form part of the regular training on public administration;
- Police, Health and Education mediators will be an institutional part of the regional health, education and police Directorates;
- Regional Roma Committees will be institutionalized;
- Regional Employment Centers will tailor and offer specialized courses for Roma minorities;
- Government incentives (such as tax breaks) will be given to private sectors for employing Roma; and

- Local governments with Roma will continue to jointly implement small-scale development projects in minority settlements.

2.4 Consultations with Key Stakeholders

The components of the project have been drafted in response to requests and recommendations by the Roma communities (NGOs, leaders of communities), government (central and local level), and by international organizations. UNDP's project activities have been widely commended because of its strong emphasis on grassroots support as well the fact that the project aims to deliver visible results (infrastructure, improving local government dialogue with Roma citizens, registration). The mission agenda and minutes taken during the consultations are included in Annexes 9 and 10.

2.5 Partnership Building

This project will have a strong emphasis on partnership building. Several organizations that are currently working directly with Roma communities have complementary activities with one or more of the project's components. The project will work to pool together resources in order to jointly implement activities within the three pilot regions of the country. A number of the project components will be supported by at least one other organization.

Government: The main partner ministry will be the Ministry of Labour, Equal Opportunities and Social Affairs. Activities of the project will also be carried out in partnership with the Ministry of Foreign Affairs, Ministry of Education, Ministry of Health, and Ministry of Culture. At the local level, formal partnerships will be established with the Regional Councils, Municipalities and Communes in the selected regions. Other governmental agencies will require a Terms of Partnership agreement including the Regional Employment Offices, Health Directorates, Education Directorates and Police Directorates.

Non-profit Organizations: There will be several local and international organizations supporting the project and coordinating activities. **Terre des Hommes** (TDH) is a Swiss-funded organization working on child protection and the re-integration of trafficked victims. The organization has a regional presence in all of the selected regions of the UNDP/UNV project. Through their TACT project (Transnational Action against Child Trafficking), TDH will provide the Community Based Organizations access to 100,000 USD as a contribution to social development projects. Terre des Hommes will create and manage a basket fund for small grants projects (ranging from 200 USD to 2,000 USD), which have the aim of empowering CBOs and with a focus on psycho-social, education, or child protection awareness activities. Referral will also be directed at vocational training and ID registration. TDH will also involve their staff, alongside the project's UN Volunteers, to work with CBOs to address child protection and trafficking issues. And TDH staff will provide health, education and police mediators with training in child protection and trafficking issues.

The national **Albanian Red Cross Society** is a humanitarian organization working to improve the life and dignity of Albanians. It is a large voluntary organization that has established local branches in all 12 Albanian regions, providing health care support, relief services and capacity development at the local levels. Through its regional branches in Tirana, Elbasan and Fier regions, the Red Cross will provide direct technical support and health education to the Roma Health Mediators. The Red Cross Health Coordinators at the regional level will work closely with the Roma Health Mediators to build and strengthen their networks with local hospitals, health centers and government health directorates. The Red Cross will be further provide health care

training directly to the Roma community on topics ranging from personal hygiene to HIV prevention.

The Spanish Red Cross (SRC) Delegation in Albania (working jointly with the Albanian Red Cross) has launched two-year project that promotes women participation in the labor market. Many of the objectives of the SRC's project complement the 'Empowering Vulnerable Minorities' component on 'developing capacities and employable skills'. Most activities will focus on central level activities in terms of institutional strengthening of government structures dealing with employment and advocacy.

There will be two main joint activities planned:

- Training programmes of both UNDP (Minority Rights) and the Red Cross (Labour Orientation and Intermediation) will be jointly delivered to staff of both organizations and staff working at the Regional Employment Offices (Fier, Elbasan, Tirana, Berat, and Korçe).
- UNDP will supplement and expand on the Spanish Red Cross' efforts on publishing a 'Labour Market Analysis' that will identify the trends and areas of growth of the Albanian private sector. UNDP will be involved in the drafting of the Terms of Reference, providing a Corporate/Private Sector (CPS) volunteer to be part of the team of analysts, expanding the regional scope of the assessment to Fier and Elbasan and strengthen the Roma aspect of the analysis. The report will be expanded to include a series of recommendations for government affirmative action programmes for Roma, particularly women, in the employment sector. UNDP will work to bring on board the involvement of the Regional Employment offices and the National Employment Service (NES) in this process.

With regards to registration of the minority population, UNDP will work with the **Tirana Legal Aid Service (TLAS)**. TLAS will facilitate 80 birth registration cases and training workshops per year.

The **Regional Environmental Center (REC)** is a not-for-profit international organization with a mission to assist in solving environmental problems in Central and Eastern Europe (CEE). REC is legally based on a charter signed by the governments of 29 countries and the European Commission, and on an international agreement with the government of Hungary. REC has its head office in Hungary and country offices and field offices in 17 beneficiary countries, one of these being Albania. The organization will work in this project to provide support to the infrastructure projects undertaken by registered CBOs. Through the REC granting scheme, the organization will support CBOs to develop and implement at least 3 environmentally specific infrastructure projects. These projects should have an environmental focus, minimizing the health consequences deriving from poor environmental conditions where Roma communities are living in. The total amount of all infrastructure projects will be approximately 40,000 Euros. In addition, based on the extensive knowledge, REC will contribute to transferring the 'know how' and experience to CBOs on fields of health and environment. Targeted courses on environmental education will be organized for selected schools (teachers and pupils) in regions where Roma population is more concentrated, aiming at changing and developing community behavior patterns in respect to better health conditions, environment, and civic education.

UN Agencies: Albania has been selected as one of eight pilot countries to form a “**One UN**” team. In recent consultations, the UN Country Team has decided to coordinate activities in a few selected areas of common interest, one being vulnerable ethnic minorities. Specific organizations that will be involved in the project include: the UN Population Fund (**UNFPA**) and

the World Health Organization (**WHO**) will assist CBO capacity building activities in health related areas. WHO will support awareness raising and training to Roma on issues concerning immunization, HIV/Aids and alcohol addiction in Tirana and Elbasan regions. The organization will also support central level efforts, together with the Institute of Public Health, by promoting better health policies. **UNICEF** will provide registration materials that it has produced such as posters, leaflets and guides. Participants from the Roma community in the target areas will participate in the advocacy training that UNICEF will organize. The partnership steering committee meetings will be coordinated between UNICEF and UNDP in order to avoid duplication.

2.6 Geographic Coverage

The project will focus support on three **regions** that have a high concentration of Roma and Egyptian populations: Tirana, Fier, and Elbasan. In each region, partnerships will be established between vulnerable groups and communes, municipalities, regional councils, police directorates, schools and local health centers. The project will complement current UNDP programming activities, targeting capacity building of government institutions on minority human rights and general advocacy campaigns that promote intercultural harmony in Albania. Each region will undertake all or a series of the project components, though the infrastructure component will be implemented in every region.

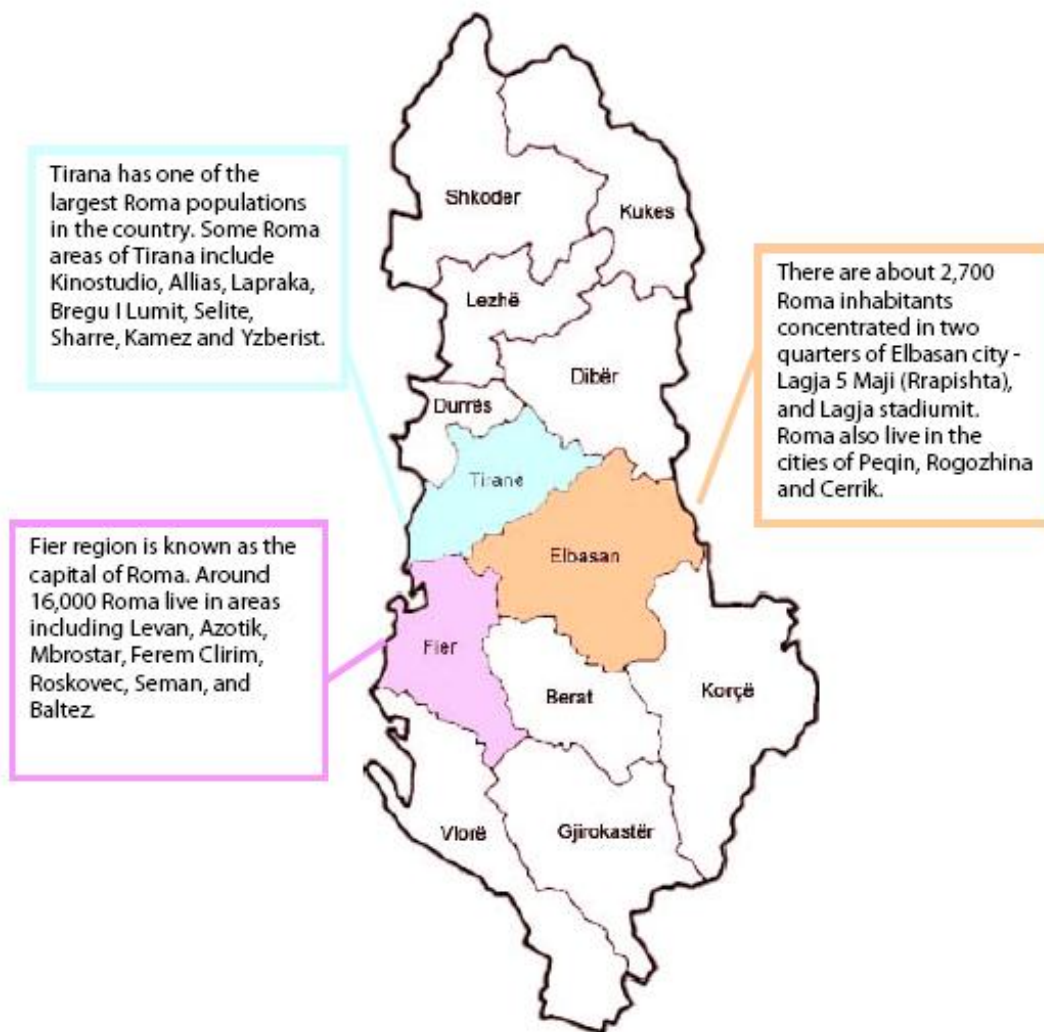
Fier region is considered as the capital of Roma with an estimated Roma population of 16,000, according to local government data. Within the region, there are four main areas of Roma dwellings: Azotik (a quarter near Fier city); Levan Commune; Baltez Commune; and Driza Commune. In Azotik there are approximately 500 families (4,000 persons) that have built their homes in and around an old pesticide factory. Many of the families are unregistered and unemployed. There is no road connected to this area, so many often follow the railway track, which causes many accidents. In Levan commune there are about 3,000 Roma with problems related to unemployment and low school attendance. Plenty of families have no land of their own. In Baltez, the majority of the 500 Roma families live in good houses and own land. The Roma also have their own school that teaches young people the Romani language and culture. There is, however, another part of this community that is migratory. In Driza, there are about 350 Roma families that reside in areas without potable water, no sewage, and no electricity supply. Focus will therefore be on the poorest and most excluded communities of Fier.

There are several zones of Roma communities in Elbasan region – Rrapishta (Quarter 5 Maji in Elbasan municipality), Peqin, Rogozhina and Cerrik. The Rrapishta area is isolated from the rest of the city and has about 370 Roma families. It is the poorest area of the city where Roma resort to begging and trafficking for income. Roma have settled there since the early 1960s and, to date, no one has claimed the land. There are also Roma living in Peqin municipality. Most of these Roma have migrated from Berat and settled in Elbasan and, as a result, they do not own property. There are several organizations operating in the region: TDH; the Red Cross; and World Vision. The Soros Foundation supports a center for Roma children in Elbasan municipality.

Though Roma live in several different locations throughout Tirana (the Capital of Albania), Roma-concentrated areas are found among several parts of the city including Kinostudio (in mini-municipality 4), Selite (in mini-municipality 5), Kombinat and Qyteti Nxenesve (in mini-municipality 6), and near Unaza e Re (in mini-municipality 7), Allias (in mini-municipality 8), Bregu i Lumit (in mini-municipality 9), Lapraka (in mini-municipality 11) and Yzberisht. Their homes are usually located in the slums of the city, in informal areas where they live in poor

conditions with little shelter from the cold temperatures or rain. Homes consist of one or two small rooms where families of up to eight people sleep. Many survive by scavenging through garbage within city limits and by begging on the streets. In areas close to the city center, Roma have been evicted every few years from their settlements due to the construction of new buildings. Estimated figures of the Roma population living in Tirana region vary from 10,000 to 20,000 based on estimates from Roma NGOs.

Empowering the Vulnerable Communities of Albania Project Coverage



2.7 Sustainability and Ownership

Sustainability will be ensured through capacity building in terms of trainings, technical assistance and support from the project team. The project will also be a catalyst at the central level to reform government practices and lobby for pro-Roma policies in terms of registration, employment creation and enrolment in education, ensuring government sensitivity to minority rights. The project work will create new partnerships and dialogues between the NGO sector (including Roma/Egyptian associations), government and international organizations. At the local level communities will be

empowered to take on development initiatives in collaboration with local government. If proven successful the project will be replicated to other Roma and Egyptian communities of the country.

Outcomes related to capacity building efforts entail support mechanisms for Roma at the community level. The capacity developed at the end of the project should contribute to the government's ability to address key developmental priorities with regards to Roma population, and to implement national strategies and initiatives regarding poverty reduction and social inclusion.

Finally, UNDP is taking the lead on developing a concept note to be submitted to the UN Human Security Trust Fund (UNHSTF) as a UN joint initiatives (UNDP, UN Volunteers, UNFPA, WHO, UNICEF, and UNHCR). It aims to scale out the activities of the current project.

PART III: MANAGEMENT ARRANGEMENTS

3.1 Agreement Arrangements with Partnering NGOs and Government Bodies

Since the project will involve financial and in-kind contribution from several partners it will be necessary to establish a Terms of Partnership (ToP) with every partner involved with the project's components. These partners will include local government partners (communes, municipalities, and regional councils), international and national organizations (Terre des Hommes, Tirana Legal Aid Services, REC, etc...). For components on health care and policing, a Memorandum of Understanding will be drawn up with the relevant local health and police directorates. Each agreement will outline the responsibilities of the different parties.

3.2 Role of UNDP/UNV Albania

The proposed project duration is for 24 months (2 years) and will be implemented by UNDP under the DEX (Direct Execution Modality). The UNV budget will be managed under UNV10 business unit.

The project will be placed under UNDP Albania's Cross-Cutting Cluster, which constitutes a platform for projects targeting social inclusion, participation, governance, decentralization, civil society, gender and income generation at the local level. The operational costs (i.e., the use of office premises, utilities, telephone and internet, vehicle operational costs, office supplies, etc.) of the project at the central level will be shared by the UNV and UNDP. The Chief Technical Advisor (funded by UN Resident Coordinator office (UNRC) resources external to the project) will provide part-time guidance on the overall management of the project in line with the UN policy and frameworks. As an expert in human rights and social inclusion, the CTA will guide the programme in terms of content, broadening partnerships and mobilizing resources.

An International Programme Manager will work with initiating the project from the planning phase to the implementation and reporting phases. The Programme Manager will supervise and monitor the implementation of the project, and will integrate management and review mechanisms of the project with UNDP. She/He will be responsible for the design, planning and implementation of the project activities including the promotion of volunteerism as a sustainable approach for local development, resource administration and ensuring the quality of results and their alignment with local priorities and steering committee orientations. Since the project will involve support from other UN agencies, the Programme Manager will be responsible for maintaining UN coordination as well as networks with other donors as per UNDP guidance.

A National Capacity Development Officer (on a professional posting) will be recruited to plan activities related to capacity building of stakeholders at the national as well as the regional level. He/She will also work closely with counterparts at the Ministry of Labour and Equal Opportunities and other key stakeholders and governmental agencies to build capacities, to improve minority policies (including civil registration), and to support training and advocacy. The Capacity Development Officer will travel to the regions to assess, plan and implement activities related to the project. In addition, the Capacity Development Officer will be responsible for administering activities related to vocational training, government capacity development, and health/police mediators. She/he will work directly with relevant government bodies to ensure the certification and sustainability of the programme.

The International Programme Manager will work closely with the National Capacity Development Officer to build his/her programme management skills so that, by the end of the first year, the Programme Manager will be able to transfer the management and implementation of the project to the National Capacity Development Officer. The International Programme Manager will therefore be employed on a twelve-month contract.

An Engineer, on a Special Service Agreement (SSA) contract, will be recruited for a maximum period of one year to support, upon need, the project work specifically dealing with infrastructure design, planning and implementation.

At the regional level, 3 NUNV volunteers will be hosted by partnering local authority units that will provide the necessary office space and facilities. More specifically, there will be one NUNV Community Development Officer assigned to each of the three regions (Tirana, Fier, and Elbasan). The Community Development Officer will develop annual and quarterly work plans for implementing the project activities in the different beneficiary communes and quarters in his/ her region in close partnership with local NGOs and stakeholders. She/He will report regularly to the International Programme Manager. An NUNV Administrative Project Assistant will provide the administration, operation and financial support to all staff. He/she will be responsible to work alongside the Financial Officer (supported by the Cross-Cutting cluster for central level activities) to assist staff working at the regional and local levels.

UNV volunteers will be instrumental in mobilizing local minority communities via community-based organizations (CBOs) and/or volunteer-involving organizations (VIOs). UNV volunteers will build on local community dynamics and social mechanisms, and involve community volunteers practically by engaging community participation from identifying to implementing the local development infrastructures. This participatory process enhances the living conditions of locals while building their capacities. UNV interventions at the local level in the regions with large minority populations will help in building bridges between government and minority citizens as well as fostering a constructive dialogue within the communities and with external government and civil society stakeholders.

During the recruitment process there will be a focus on hiring those that have extensive experience in human rights, and have work-related experience in dealing with Roma. Due care will be taken to recruit women for at least half of the NUNV assignments. There will be a preference to recruit those from Roma communities. Communication in Romani would be a welcomed asset.

Roma people working with their peers at the community level will be engaged as Community Exchange Workers. Working with the CBOs, the Community Exchange Workers will be active volunteers working to implement the tasks at the community level in close cooperation with other project staff.

The UNV Programme Officer and UNDP Country Office (CO) will supervise the project during its two years of implementation to monitor the volunteerism aspect.

Local non-governmental organizations will be contracted to support the project components on registration, training and certification of police and health mediators as well as periodic programme evaluations. These organizations will also contribute funds in terms of providing additional trainings and processing cases, at no additional cost, in the case of registration with TLAS and the Legal Clinic of Minors.

A Project Steering Committee will be established to provide advice and input regarding the overall implementation of the project. The committee would be composed of representatives from government, UNDP, UNV, and partner organizations (Terre des Hommes, TLAS, WHO, UNICEF, UNFPA, etc.), and a representative of minority groups. It will be responsible to discuss the overall progress achieved by the project and will be called upon to review and monitor the selection of infrastructure and social development projects to be implemented at the local level. The Project Steering Committee, supported by the Programme Manager, will ensure the transparency and effectiveness of the infrastructure selection process. Awarded projects will be selected according to the following criteria:

- Regional or municipal focus
- Project scope and objective being identified through a participatory process between local authority and local community (including youth, women and minorities)
- Alignment with local development plans and priorities
- Ensuring the social integration of Roma with the non-Roma population
- Clear management structure involving volunteers for project implementation
- Multi-stakeholder committee (including representatives of local authority, youth, women and minorities) for follow-up and decision-making
- Technical and financial viability
- Contribution (in-cash and in-kind in terms of expertise and facilities) by local authority
- Sustainability of the project beyond UNDP/UNV support and commitment of local authorities to insure long-term maintenance where applicable
- Clear leadership of youth representatives such as NGOs and CBOs (including women and minorities) and value added of the proposed project
- Gender mainstreaming approach
- Complete proposal and supporting documents as per UNDP rules and regulations

The project will be complemented and reinforced through the activities carried out in other UNDP projects such as [Support to Civil Society Organizations](#), [Support to Security Sector Reform Programme](#), [Local Governance Programme](#), [Combating Extra legality](#), and the projects on [Gender Mainstreaming](#) and [Domestic Violence Against Women](#), in terms of lessons learnt and training/awareness materials to be customized for the purpose of this project. The project will also be integrated into the project work by UNDP on supporting the [National Strategy for Regional Development and Integration](#) and the National Strategy on Social Inclusion to ensure minorities participation in consultations. The UNDP Country Office, together with UNV, will continue resource mobilization efforts to expand the project from a pilot in three regions to a national level initiative.

3.3 Role of the Government of Albania

As in previous UNDP projects implemented at the regional level (Local Governance Programme and Kukes Regional Development Initiative), a contribution from both Government (central and local) and the communities would be required in areas where the local infrastructure will be rehabilitated or constructed. With regard to infrastructure development, financial as well as in-kind contributions will

be required from local government. Communities would also be willing to contribute in the form of labour, machinery and other requirements. This aspect of contribution will empower local communities and ensure that they have a strong sense of 'owning' the project. Since an NUNV volunteer will be assigned in the regions, hosting will be sought from local authorities (office space and relevant facilities).

3.4 Risk Analysis

The aftermath of the local elections (during mid-February 2007) will slow down the process of project implementation during the few months after local government representatives have been sworn in and recognized by all participating political actors. The elections may also change political representatives and those working in the administrations. New government staff might be unaware of the current plans of the project and of the work of organizations focusing on Roma social inclusion in general. The project will address these challenges by meeting again with local officials to describe the project details and then to solidify this commitment with the signing of Memorandum's of Understanding with the implementing partners (UNDP/UNV).

Since the idea of respecting cultural diversity in Albania is fairly recent, there will be a minimal understanding among local and central level government officials on the differences of Roma and Egyptian populations and the importance of focusing energies on these two particular disadvantaged groups.

The project will consult and encourage participation of government in all aspects of project implementation in order to strengthen their understanding and dialogue with Roma and Egyptian communities. Training activities on minority rights and participatory planning, coupled with advocacy activities, will bridge this capacity gap on the part of government.

Though the Roma Committee within the Ministry of Labour and Equal Opportunities is the main body responsible for tracking the National Roma Strategy, efforts will be made to improve effective coordination, participation, and information sharing among other government institutions responsible for marginalized groups. As such, all related government agencies will be informed, consulted and will participate in all aspects of the implementation of the project.

PART IV: MONITORING AND EVALUATION

The initial period of the project will require an assessment of the situation regarding vulnerable minority groups within the three selected regions. The assessment will help project staff to decide upon the specific villages/quarters of intervention, the priorities of the community (i.e., vocational training, health care, infrastructure, etc.), and to establish indicators and baseline figures for future evaluation of project achievements. Several indicators for each of the expected project outputs have been identified to ensure a proper evaluation and monitoring process of the project. These indicators along with the risk log, found in Annex 6, will quantify the impact of project implementation within each of the local Roma communities. It is expected that project management and staff will collect disaggregated data for each of the indicators listed below, annually.

The project will be subject to regular evaluations by the beneficiaries as well as quarterly and annual progress internal reporting. Periodical reports (twice a year) and tripartite meetings (visits to the field) involving donors and government counterparts will be organized by UNDP.

Mid-term and end of project evaluations will be conducted to measure progress against specified targets and determine whether there is any need for introducing changes in the project approaches or methodology. The results of the mid-term evaluation will be shared with project partners for feedback. The volunteer component will be an integral part of the evaluation. The Terms of Reference will be jointly developed by different partners to reflect the multi-disciplinary nature of the project.

PART V: BUDGET AND RESOURCE FRAMEWORK

5.1 Estimated Budget (USD)

Expected Output	Key Activities	Unit Type	Unit Quantity	Unit Cost	Total Cost	Funding			Other contributors
						Amount from UNV	Amount from UNDP	Other Sources	
1) Enhance Social Inclusion and Access of Minorities to Social Services	1.1 Collaborate with local NGOs to facilitate legal consultation	cases	300	280	84,000	66,000		18,000	TLAS
	1.2 Assist families in issuing necessary legal documents and access to notary services	cases	35	165	5,775			5,775	TLAS
	1.3 Advocate with relevant public authorities for streamlining the registration process								
	1.4 Raise awareness on the importance of civil registration for access to basic social services	trainings	6	2,000	12,000	8,000		4,000	TLAS
Civil Registration Subtotal					101,775	74,000		27,775	
2) Support Community Participation Aimed at Addressing Development Priorities	2.1 Initial assessment of vulnerable minority groups in the three regions	assessment	1	1,000	500	500			
	2.2 Facilitate the establishment of Community Based Organizations	persons	20	35	700	700			
	2.3 Organize trainings on CBO functioning, management, participatory planning, and leadership development (for CBOs)	trainings	4	1,150	4,600	4,600			
	2.4 Organize specialized trainings on health and social care, human rights, legal rights and obligations to strengthen and develop the capacity of local communities (for CBOs, local government and civil society)	trainings	6	1,000	6,000	6,000			
	2.5 Organize regular meetings in each of the regions to establish a mechanism for the identification of local development priorities and corresponding remedial measures								

Expected Output	Key Activities	Unit Type	Unit Quantity	Unit Cost	Total Cost	Funding			Other contributors
						Amount from UNV	Amount from UNDP	Other Sources	
	2.6 Support CBO sustainability and functioning through micro-initiatives	micro-initiatives	40	2,500	100,000			100,000	Terre des Hommes
	2.7 Implement at least three volunteer-based community development projects in each of the three regions	project	9	25,000	225,000	225,000			
	2.8 Implement at least three volunteer-based community development projects focused on the environment	project	3	17,921	53,763			53,763*	Regional Environmental Center
Local Governance Subtotal					390,563	236,800		153,763	
3) Develop Capacities and Employable Skills	3.1 Raise awareness on the "employable" skills								
	3.2 Fund the enrollment of 60 people (including youth and women) in public vocational training course delivered by regional employment centers or vocational schools	persons	60	200	12,000	12,000			
	3.3 Provide transportation to and from vocational training agency	persons	40	100	4,000	4,000			
	3.4 Work with relevant government agencies to develop a transparent process for the selection of Roma candidates to join public vocational courses								
	3.5 Training of Employment Offices staff at the regional and national levels to improve awareness on minority issues and to better understand their situation in regards to unemployment	trainings	2	1,000	2,000	2,000			
	3.6 Consult with professional associations and chambers of industry to identify, review and validate the feasibility of potential incentives for accommodating minorities in the private sector								

Expected Output	Key Activities	Unit Type	Unit Quantity	Unit Cost	Total Cost	Funding			Other contributors
						Amount from UNV	Amount from UNDP	Other Sources	
Vocational Training Subtotal					18,000	18,000			
4) Mobilize Community Volunteer Health and Police Mediators	4.1 Training for health mediation and police mediation facilitated by a specialized NGO	persons	30	500	15,000	15,000			
	4.2 Certification and official recognition of mediators awarded and recognized by health and police officials as well by government								
Mediators Subtotal					15,000	15,000			
5) Promote Minority Issues and Implement the National Roma Strategy	5.1 Provide technical assistance to the Ministry of Labour, Equal Opportunities and Social Affairs for developing a national action plan for the implementation of the National Roma Strategy, and including other minority groups such as the Egyptians	trainings	2	2,000	4,000	4,000			
	5.2 Facilitate networks with local counterparts								
	5.3 Provide guidance on policy reform and legal development for vulnerable groups								
	5.4 Organize two training sessions on human rights, leadership skills, strategic planning, etc...to increase government agencies' capacities to deal with minority issues	trainings	2	2,000	4,000	4,000			
	5.5 Facilitate the establishment of volunteer local minority coordination committees within regional authorities to liaise with local minority leaders	meetings	3	1,000	3,000	3,000			
	5.6 Organize trainings on priority minority issues and consultation workshops to raise awareness and empower the local minority coordination committees								

Expected Output	Key Activities	Unit Type	Unit Quantity	Unit Cost	Total Cost	Funding			Other contributors
						Amount from UNV	Amount from UNDP	Other Sources	
	5.7 Organize trainings on participatory mechanisms to assist regional authorities and local minority leaders in developing local action plans for the implementation of the National Roma Strategy								
	5.8 Organize a conference to present the minority local action plans and its links with main national strategies	conference	1	2,000	2,000	2,000			
Strategy Support Subtotal					13,000	13,000			
6) Advocacy on Minority Issues and Social Inclusion	6.1 Activities to harness a multicultural society through activities celebrating International Roma Day, and other human rights promotional events.	event	10	1,080	10,800	10,800			
Advocacy Activities Subtotal					10,800	10,800			
Project Management	International Programme Manager	months	12	3,750	45,000	19,000	26,000		
	National Capacity Development Officer	months	24	1,600	38,400			38,400	UN Resident Coordinator Fund
	1 NUNV Project Assistant	months	24	750	18,000	9,000	9,000		
	3 NUNV Local Development Officers (one in each Tirana, Elbasan, and Fier)	months	24	750	54,000	54,000	0		
	3 NUNV Community Exchange Workers (in Tirana, Elbasan and Fier)	months	24	350	25,200	19,200	6,000		
	Engineer (To travel to regions upon need to check design phase and implementation phase of infrastructure)	months	15	800	12,000	0	12,000		

Expected Output	Key Activities	Unit Type	Unit Quantity	Unit Cost	Total Cost	Funding			Other contributors
						Amount from UNV	Amount from UNDP	Other Sources	
	Operational and Administrative costs (Transport costs to/from project site, in-country DSA for coordination and meeting purposes, communication costs for mobile phones, office supplies, share on office premises for Tirana staff, procurement and operation of equipment costs, and sundry for miscellaneous expenses)	months	24	3,800	91,200	51,200	40,000		
	Miscellaneous UNDP Fees (7% of UNDP contribution)				7,000		7,000		
	Monitoring	Trip	1	1,500	1,500	1,500			
	Mid-term and end of project evaluation	evaluations	2	2,500	5,000	5,000			
Staff and Operations Subtotal					304,300	158,900	100,000	38,400	
Grand Total					846,438	526,500	100,000	219,938	

* UN Exchange Rate, 19/06/2007 1 USD=0.744 Euros

5.2 Budget Breakdown per Partner per Year

Expected Outputs	Key Activities	Funding (USD)						
		Total Cost	UNV Yr. 1	UNV Yr. 2	UNDP Yr. 1	UNDP Yr. 2	Other Sources Yr.1	Other Sources Yr.2
1) Enhance Social Inclusion and Access of Minorities to Social Services	1.1 Collaborate with local NGOs to facilitate legal consultation	84,000	33,000	33,000			9,000	9,000
	1.2 Assist families in issuing necessary legal documents and access to notary services	5,775					2,975	2,800
	1.3 Advocate with relevant public authorities for streamlining the registration process							
	1.4 Raise awareness on the importance of civil registration for access to basic social services	12,000	4,000	4,000			2,000	2,000
Civil Registration Subtotal		101,775	37,000	37,000			13,975	13,800
2) Support Community Participation Aimed at Addressing Development Priorities	2.1 Initial assessment of vulnerable minority groups in the three regions	500	500					
	2.2 Facilitate the establishment of Community Based Organizations	700		700				
	2.3 Organize trainings on CBO functioning, management, participatory planning, and leadership development (for CBOs)	4,600	2,000	2,600				
	2.4 Organize specialized trainings on health and social care, human rights, legal rights and obligations to strengthen and develop the capacity of local communities (for CBOs, local government and civil society)	6,000	3,000	3,000				
	2.5 Organize regular meetings in each of the regions to establish a mechanism for the identification of local development priorities and corresponding remedial measures							
	2.6 Support CBO sustainability and functioning through micro-initiatives	100,000					50,000	50,000
	2.7 Implement at least three volunteer-based community development projects in each of the three regions	225,000	75,000	150,000				
	2.8 Implement at least three volunteer based community development projects focused on the environment	53,763					25,000	28,763
Local Governance Subtotal		390,563	80,500	156,300			76,881	76,882
3) Develop Capacities and Employable Skills	3.1 Raise awareness on the "employable" skills							
	3.2 Fund the enrollment of 60 people (including youth and women) in public vocational training course delivered by regional employment centers or vocational schools	12,000	5,000	7,000				

Expected Outputs	Key Activities	Funding (USD)						
		Total Cost	UNV Yr. 1	UNV Yr. 2	UNDP Yr. 1	UNDP Yr. 2	Other Sources Yr.1	Other Sources Yr.2
	3.3 Provide transportation to and from vocational training agency	4,000	1,500	2,500				
	3.4 Work with relevant government agencies to develop a transparent process for the selection of Roma candidates to join public vocational courses							
	3.5 Training of Employment Offices staff at the regional and national levels to improve awareness on minority issues and to better understand their situation in regards to unemployment	2,000	1,000	1,000				
	3.6 Consult with professional associations and chambers of industry to identify, review and validate the feasibility of potential incentives for accommodating minorities in the private sector							
Vocational Training Subtotal		18,000	7,500	10,500				
4) Mobilize Community Volunteer Health and Police Mediators	4.1 Training for health mediation and police mediation facilitated by a specialized NGO	15,000	7,000	8,000				
	4.2 Certification and official recognition of mediators awarded and recognized by health and police officials as well by government							
Mediators Subtotal		15,000	7,000	8,000				
5) Promote Minority Issues and Implement the National Roma Strategy	5.1 Provide technical assistance to the Ministry of Labour, Equal Opportunities and Social Affairs for developing a national action plan for the implementation of the National Roma Strategy, and including other minority groups such as the Egyptians	4,000	2,000	2,000				
	5.2 Facilitate networks with local counterparts							
	5.3 Provide guidance on policy reform and legal development for vulnerable groups							
	5.4 Organize two training sessions on human rights, leadership skills, strategic planning, etc...to increase government agencies' capacities to deal with minority issues	4,000	2,000	2,000				
	5.5 Facilitate the establishment of volunteer local minority coordination committees within regional authorities to liased with local minority leaders	3,000	1,500	1,500				

Expected Outputs	Key Activities	Funding (USD)						
		Total Cost	UNV Yr. 1	UNV Yr. 2	UNDP Yr. 1	UNDP Yr. 2	Other Sources Yr.1	Other Sources Yr.2
	5.6 Organize trainings on priority minority issues and consultation workshops to raise awareness and empower the local minority coordination committees							
	5.7 Organize trainings on participatory mechanisms to assist regional authorities and local minority leaders in developing local action plans for the implementation of the National Roma Strategy							
	5.8 Organize a conference to present the minority local action plans and its links with main national strategies	2,000		2,000				
Strategy Support Subtotal		13,000	5,500	7,500				
6) Advocacy on Minority Issues and Social Inclusion	6.1 Activities to harness a multicultural society through activities celebrating International Roma Day, and other human rights promotional events.	10,800	5,400	5,400				
Advocacy Activities Subtotal		10,800	5,400	5,400				
Project Management	International Programme Manager	45,000	19,000			26,000		
	Capacity Development Officer	38,400					19,200	19,200
	1 NUNV Project Assistant	18,000	9,000			9,000		
	3 NUNV Local Development Officers (one in each Tirana, Elbasan, and Fier)	54,000	27,000	27,000				
	3 NUNV Community Exchange Workers (in Tirana, Elbasan and Fier)	25,200	12,600	6,600		6,000		
	Engineer (to travel to regions upon need to check design phase and implementation phase of infrastructure)	12,000			6,000	6,000		
	Operational and Administrative costs	91,200	43,000	8,200		40,000		
	Miscellaneous UNDP Fees (7% of UNDP contribution)	7,000				7,000		
	Monitoring Trip	1,500	1,500					
	A Mid-term and end of project evaluation	5,000	2,500	2,500				
Staff and Operations Subtotal		297,300	114,600	44,300	6,000	94,000	19,200	19,200
Subtotal		846,438	257,500	269,000	6,000	94,000	110,056	109,882
Grand Total			526,500		100,000		219,938	

PART VI: ANNEXES

Annex 1: Project Work Plan (2007-2009)

Expected Output	Key Activities	Year One				Year Two			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Project Set Up	Annual Workplan Developed								
	Staff Recruitment								
	Initial assessment of vulnerable minority groups and project areas in the three regions								
1) Enhance Social Inclusion and Access of Minorities to Social Services									
	1.1 Collaborate with local NGOs to facilitate birth registration of Roma								
	1.2 Assist families in issuing necessary legal documents (transfer of residencies, death registration, divorce and marriage registration) and access to notary services								
	1.3 Advocate with relevant public authorities for streamlining the registration process								
	1.4 Trainings and awareness on the importance of civil registration for access to basic social services (Roma communities, court clerks, magistrates and lawyers)								
2) Support Community Participation Aimed at Addressing Development Priorities									
	2.1 Facilitate the establishment of Community Based Organizations								
	2.2 Organize trainings on CBO functioning, management, participatory planning, and leadership development (for CBOs)								
	2.3 Organize specialized trainings on health and social care, human rights, legal rights and obligations to strengthen and develop the capacity of local communities (for CBOs, local government and civil society)								
	2.4 Organize regular meetings in each of the regions to establish a mechanism for the identification of local development priorities and corresponding remedial measures								

Expected Output	Key Activities	Year One				Year Two			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	2.5 Support CBO sustainability and functioning through 35-45 micro-development initiatives (supported by TDH)								
	2.6 Implement at least three volunteer-based community development projects in each of the three regions								
	2.7 In-country study tours for CBO members								
3) Develop Capacities and Employable Skills									
	3.1 Work with relevant government agencies to develop a transparent process for the selection of Roma candidates to join public vocational courses								
	3.2 Fund the enrollment of 60 people (including youth and women) in public vocational training course delivered by regional employment centers or vocational schools								
	3.3 Training of Employment Offices staff at the regional and national levels to improve awareness on minority issues and to better understand their situation in regards to unemployment								
	3.4 Consult with professional associations and chambers of industry to identify, review and validate the feasibility of potential incentives for accommodating minorities in the private sector								
4) Mobilize Community Volunteer Health and Police Mediators									
	4.1 Training for health mediation and police mediation facilitated by a specialized NGO								
	4.2 Certification and official recognition of mediators awarded and recognized by health and police officials as well by government								
5) Promote Minority Issues and Implement the National Roma Strategy									
	5.1 Provide technical assistance to the Ministry of Labor, Equal Opportunities and Social Affairs for developing a national action plan for the implementation of the National Roma Strategy, and including other minority groups such as the Egyptians								
	5.2 Provide guidance on policy reform and legal development for vulnerable groups								
	5.3 Organize two training sessions on human rights, leadership skills, strategic planning, etc...to increase government agencies' capacities to deal with minority issues								

Expected Output	Key Activities	Year One				Year Two			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	5.4 Facilitate the establishment of volunteer Regional Roma Committees that will advise local government on key minority issues								
	5.5 Organize trainings on priority minority issues and consultation workshops to raise awareness and empower Regional Roma Committees								
	5.6 Organize trainings on participatory mechanisms to assist regional authorities and local minority leaders in developing local action plans for the implementation of the National Roma Strategy								
	5.7 Organize a conference to present the minority local action plans and its links with main national strategies								
6) Advocacy on Minority Issues and Social Inclusion	6.1 Activities to harness a multicultural society through activities celebrating International Roma Day, and other human rights promotional events.								
7) Project Management and Reporting	7.1 Mid-term and end of project evaluation								
	7.2 Quarterly and Annual Progress Reporting								
	7.3 Bi-annual Meeting with Government Partners								
	7.4 Tripartite field mission								
	7.5 Twice Yearly Steering Committee Meetings								
	7.6 Quarterly and Annual Work plan formulation								

ANNEX 2: NUNV Volunteers Terms Of References

COMMUNITY DEVELOPMENT OFFICER (CDO) TERMS OF REFERENCE

Project:	Empowering the Vulnerable Communities of Albania: Support to the Implementation of the National Strategy for Improving Roma Living Conditions
Host Agency:	UNDP Albania
Position:	Community Development Officer (CDO)
Duty Station:	Based in one of three regions: Tirana, Elbasan, Fier
Expected Starting Date:	August 2007
Duration:	1 Year (with the possibility of extension)

Preamble

This post is a United Nations Volunteers Programme Assignment and based on the values of free will, commitment, engagement and solidarity, which are the foundations of volunteerism. Volunteering brings benefit to the individual volunteer. It makes important contributions, economically, as well as socially. It contributes to creating social cohesion and capital, through helping to build trust and reciprocity among citizens. The United Nations Volunteers is the UN Organization that supports sustainable human development globally through the promotion of volunteerism including the mobilization of volunteers. It serves the causes of peace and development through enhancing opportunities for participation by all peoples. It is universal, inclusive and embraces volunteer actions in all its diversity. Volunteerism is diverse and is embedded in all cultures and traditions. In this context, as a United Nations Volunteer you are encouraged and expected to relate to local volunteerism and to be identify with the concept. You are expected to regard your national colleagues as peers and together uphold trust as volunteers among yourselves and within the communities and the organisation you are assigned to.

Background

Based on the 2005 poverty assessment of the World Bank Living Standards Measurement Survey (LSMS), 18.5% of Albanians live below the poverty line. As much as 80% of the entire Roma community, live below the poverty line. Poverty is the result of exclusion and discrimination, and a condition to which these vulnerable groups have been relegated without the ability to react.

Statistics reveal alarming figures for the Roma minority of Albania. A 2005 UNDP study on the Social Vulnerability of Roma in Albania reveals that 55% of this group aged 15 years and younger are illiterate, compared to only two percent of the non-Roma population. As many as five percent of Roma families live in unregulated areas with no provision of potable water or sewers compared to only one percent of non-Roma families. In Roma-concentrated areas, families live in shacks or in abandoned buildings previously owned by state factories. The official data of the health of Roma in Albania is scarce, but it is estimated that life expectancy for Roma is 10 years lower than that of the rest of the population. These figures demonstrate that for Roma, poverty is multidimensional, extreme and chronic.

There are several factors contributing to the isolation of Roma including a lack of education, high unemployment, and poor infrastructure. One specific exclusion factor is the lack of basic legal documents such as birth certificates and other identification documents required to gain access to economic aid, education (school attendance), health services or professional training for employment opportunities (as there is a high incidence of delinquency and unemployment). While disadvantaged minorities may view the registration process as cumbersome, expensive and

discriminatory, their registration would allow for greater access to social and economic assistance and a delivery of services. The registration of Roma children, for example, would prevent them from becoming easy victims of trafficking and would help to locate and repatriate those already trafficked.

In spite of these challenges, the Government of Albania has recognized the need to integrate Roma. In addition to signing several international treaties and conventions on the protection of minorities, the government has officially recognized the Roma and Vlachs (another minority originating from Romania) as “linguistic minorities” while the Greeks, Macedonians and Montenegrins are considered as “national minorities”. Several government bodies have been created for the protection and promotion of minority groups including the Inter-ministerial Committee on Minorities at the Council of Ministers (under the direct supervision of the Prime Minister), the Committee of Minorities at the Ministry of Foreign Affairs, and the Roma Monitoring Committee at the Ministry of Labour, Equal Opportunities and Social Affairs. There is also a National Strategy for Improving Roma Living Conditions endorsed by the Council of Ministers in 2003. Unfortunately, no advancement has been made in regards to its implementation due to the scarcity of national resources. Though Albania is not a signatory member of the Decade of Roma Inclusion (2005–2015), it does not exclude the government’s participation in addressing Roma priorities. The Decade presents an opportunity for greater national action to alleviate the poverty of Roma.

1. Project Description

UNDP Albania has recognized the importance of social inclusion, specifically in Outcome 2 of the UN Development Assistance Framework - UNDAF (2006-2010), which highlights the need to have “Institutions and forums in place to support people’s participation, including youth and women – with people empowered to take active part in policy formulation and decision making at all levels”. This was further developed in the Country Programme Action Plan - CPAP (2006–2010), which calls attention to the need for mainstreaming minority issues in national and regional development agendas by incorporating vulnerable groups as part of the beneficiaries within existing projects.

The project “Empowering the Vulnerable Communities of Albania” will coordinate the activities of agencies working with vulnerable minorities and provide direct assistance to the poorest and most marginalized Roma communities at the local level (villages and quarters). At the regional level, the project will empower vulnerable ethnic minorities to partner with relevant organizations and government institutions in facilitating access to social and economic aid programmes with the registration of marginalized communities. Minority communities will further establish partnerships with local government to address urgent development priorities in the poorest areas, supporting Roma to assume property rights and receive documentation of land ownership. The ethnic minority group members, targeting women and youth of this community, will participate in on-the-job training and vocational education, partaking in professional courses on construction, health care and policing. A network of health and police mediators will be established to further secure the well-being of the Roma and Egyptian population. The most important of these results would be to enable these vulnerable groups to exercise their rights as human beings, which, in most cases, is currently seen as a privilege.

At the central level, the project will support the Government’s work on social inclusion and improved governance, placing Roma issues on the national development agenda, and bringing minority rights in line with similar proactive courses of action taken by neighbouring Eastern European states. To this effect, the project will build capacities of central and local government, NGOs and media on minority rights and will provide them with the proper tools for mainstreaming minority issues as mechanisms of national and regional development planning. A comprehensive public information campaign will serve to increase awareness about disadvantaged minorities.

2. Description of Main Duties and Responsibilities

Volunteer Community Development Officers (CDO) will work under the direct supervision of UNDP Minorities Empowerment Project Manager based in Tirana and will be responsible for the implementation of programme activities, achievement of outputs and objectives of the programme at the regional and local levels. The CDO will achieve the outputs by working in close relationship with the Heads of Regional Council and relevant Commune/Municipal Heads and will provide technical assistance for the implementation of programme activities to the commune/municipality and the Roma community based organizations.

In close relationship with UNV, UNDP and other partners, the CDO volunteers will be responsible for mobilizing local minority communities via community-based organizations (CBOs) in their region. There will be special efforts made on encouraging greater involvement of women and youth. NUNV CDO volunteers will build on local community dynamics and social mechanisms, and involve community volunteers practically by engaging community participation from identifying to implementing the local development infrastructures. NUNV CDO volunteers will work on supplementing existing activities and/or creating links with other initiatives to enhance development effectiveness. Activities that NUNV volunteers will organize, or participate in, range from direct assistance, to working with different stakeholders linking them towards joint activities, bringing together different social, ethnic and age groups. NUNV CDO volunteers will help in building bridges between government and minority citizens as well as fostering a constructive dialogue within the communities and with external government and civil society stakeholders. Specifically, the CDO volunteer will:

- Be responsible for the successful implementation of all program activities outlined in the program document for commune/municipal level and will be the representative of the program management at the regional level;
- Fulfil the outputs and objectives of the program at the Commune/Municipal level by working with and through the mobilization of commune authorities (both elected and administrative) and the community people;
- Empower and support the most disadvantaged groups, and mobilize the community to form the CBOs and support them with technical assistance;
- Support CBOs to initiate social infrastructure and community development initiatives (with partnering organizations) and support the communities to identify, prioritize and develop proposals for infrastructure development;
- Act as a liaison between emerging community initiatives and local authorities;
- Network and build relationship with local grassroots initiatives; volunteer organizations and NGOs promoting community based services, particularly partner organizations of the project;
- Support local government's to establish the Regional Roma Committees that will include various stakeholders as an advisory committee to local government;
- In collaboration with the Capacity Development Officer, the CDO will be responsible for development and organization of regional level trainings and strategic development initiatives for the commune/municipal authorities and members of the CBOs and the Regional Roma Committees;
- Familiarize himself/herself with the concept of volunteerism by reading relevant UNV publications, as well as national documents; and by taking active part in the discussions on the national level in the related field, as a UNV volunteer;
- Prepare the local level quarterly work plan and progress reports;

- Ensure appropriate documentation of best practices of programme experiences and support the wide-scale dissemination of information;
- Participate in policy discussions on local level planning, local socio-economic development and provision of social services;
- Participate in trainings provided by UNDP/UNV and partner organizations in order to improve the skills necessary for successful implementation of the project;
- Provide other services as required by the program management.

3. Qualifications

General

- Volunteerism experience (at school, local NGO/CBO, clubs, church groups etc.) as well as capability for promoting and advocating for volunteerism;
- Previous experience in community work;
- Understanding and compassion for the issues associated with Roma/Egyptian communities.

Education

- University degree in social sciences, social work, education, communication and human rights.

Work Experience

- At least 2 years of experience in working with vulnerable ethnic minorities, civil society and/or grassroots initiatives;
- Practical experience of working with local administrations or elected authorities for planning and management;
- Proven skills and field experience in participatory planning, especially involving vulnerable groups;
- Proven experience in project development in local communities, involving the poor and vulnerable individuals/groups;
- Proven abilities in Computer programmes is required.

Competencies

Professionalism

- Demonstrated ability to apply good judgment in the context of assignments given; ability to work proficiently with framework supervision, plan own work and meet tight deadlines.
- Capable to work in a pressured environment and ready to take on a wide range of tasks.
- Self-motivation and ability to recommend options for resolution of issues.
- Diversity and conflict resolution skills.

Communication

- Good communication skills (spoken and written) with people of different backgrounds, and ability to articulate ideas in a clear, concise style.
- Self-initiative, resourcefulness, tact, and flexibility;
- Reporting skills.

Teamwork

- Good interpersonal skills and ability to establish and maintain effective partnerships and working relations in a multi-cultural, multi-ethnic environment with sensitivity and a respect for diversity.

Languages

- Excellent spoken/written Albanian;
- Good command of English is required;
- Good grasp of Romani will be an additional asset.

PROJECT ASSISTANT (PA)
TERMS OF REFERENCE

Project:	Empowering the Vulnerable Communities of Albania: Support to the Implementation of the National Strategy for Improving Roma Living Conditions
Host Agency:	UNDP Albania
Position:	Project Assistant (PA)
Duty Station:	Tirana
Expected Starting Date:	August 2007
Duration:	1 Year (with the possibility of extension)

Preamble

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At the central level, the project will support the Government’s work on social inclusion and improved governance, placing Roma issues on the national development agenda, and bringing minority rights in line with similar proactive courses of action taken by neighbouring Eastern European states. To this effect, the project will build capacities of central and local government, NGOs and media on minority rights and will provide them with the proper tools for mainstreaming minority issues as mechanisms of national and regional development planning. A comprehensive public information campaign will serve to increase awareness about disadvantaged minorities.

2. Description of Main Duties and Responsibilities

The volunteer Project Assistant (PA) will be responsible for the financial and operational management of the project. The PA will work in close collaboration with the cluster Finance Officer but will report directly to the UNDP Minorities Empowerment Project Manager. He/she will provide financial and programme support the Community Development Officers in the three regions.

Specifically, the PA volunteer will:

- Be responsible for the timely preparation of Request for Direct Payments (RDP) and submission to UNDP of the minority project;
- Coordinate with regional offices on all financial matters e.g petty cash/impress account submission, operational and administrative costs, etc...;
- Inform the regional offices on the payment made from UNDP and report to the project management on the funds being received and used by the regional offices;
- Maintains financial records and monitoring systems to record and reconcile expenditures, payments, statements, and other data for day-to-day transactions and reports As per UNDP DEX rules;
- Make an inventory of all the non-expendable equipments of all the projects, maintain a file and send updated information to UNDP on a regular basis.
- Verify the ATLAS and report to the project management and UNDP on any correction to be made on the basis of actual request made to UNDP;
- Prepare financial delivery reports against the budgeted amount every month and report to the Project Management;
- Maintain and sign the vehicle logbook of Tirana and manage such systems, if required, in the regions;
- Maintain files of attendance records of all the project staff, maintain and update the leave records of project staff in coordination with the UNV office;
- In coordination with the Project Manager and the UNV PO, maintain the Financial and Administrative files of the project. Select and enter data from a wide variety of documents, verify accuracy by checking sources, making necessary calculations and assuring inclusion of all relevant data;
- Prepares recurring reports as scheduled and special reports as required for budget preparation, audits or other reasons;
- Advises and assists international staff, experts and consultants on allowances, salary, advances, travel claims, and other financial matters;
- Initiates correspondence to verify data, answers queries and obtains additional information on accounts and financial transaction as required;
- Assists higher-level officers in all aspects of accounts maintenance and budget control by providing reports on financial status, procedures, when it is required;
- Supervise and train staff members on agreed administration and accounting procedures;

- Prepare financial reports along with all relevant documents on quarterly basis;
- Handle all logistical, financial and administrative matters of the workshops, meetings, conferences and seminars organized by the project;
- Ensure the maintenance of stock of stationery/supplies for the project;
- Arrange logistics arrangement for the project team whenever required;
- Facilitate recruitment processes and prepare contracts for the project staff accordingly.
- Familiarize himself/herself with the concept of volunteerism by reading relevant UNV publications, as well as national documents; and by taking active part in the discussions on the national level in the related field, as a UNV volunteer;
- Participate in trainings provided by UNDP/UNV and partner organizations in order to improve the skills necessary for successful implementation of the project;
- Provide other services as required by the program management.

3. Qualifications

General

- Volunteerism experience (at school, local NGO/CBO, clubs, church groups etc.) as well as capability for promoting and advocating for volunteerism;
- Previous experience in finance and operations;
- Understanding and compassion for the issues associated with Roma/Egyptian communities.

Education

- University degree in economics, business, finance or other related fields.

Work Experience

- At least 2 years of experience in working with finance units of civil society and/or international organizations;
- Proven experience in project development in local communities, involving the poor and vulnerable individuals/groups;
- Proven abilities and knowledge in Computer programmes (Excel, Word, etc...) is essential.

Competencies

Professionalism

- Demonstrated ability to apply good judgment in the context of assignments given; ability to work proficiently with framework supervision, plan own work and meet tight deadlines.
- Capable to work in a pressured environment and ready to take on a wide range of tasks.
- Self-motivation and ability to recommend options for resolution of issues.
- Diversity and conflict resolution skills.

Communication

- Good communication skills (spoken and written) with people of different backgrounds, and ability to articulate ideas in a clear, concise style.

- Self-initiative, resourcefulness, tact, and flexibility;
- Reporting and accounting skills.

Teamworkk

- Good interpersonal skills and ability to establish and maintain effective partnerships and working relations in a multi-cultural, multi-ethnic environment with sensitivity and a respect for diversity.

Languages

- Excellent spoken/written Albanian;
- Good command of English is required.



**Community exchange worker
Terms of Reference**

Project: Empowering the Vulnerable Communities of Albania: Support to the Implementation of the National Strategy for Improving Roma Living Conditions

Host Agency: UNDP Albania

Position: Community Exchange Worker

Duty Station: Based in one of three regions: Tirana, Elbasan or Fier

Expected Starting Date: August 2007

Duration: 1 Year (with the possibility of extension)

Preamble

This post is a United Nations Volunteers Programme Assignment and based on the values of free will, commitment, engagement and solidarity, which are the foundations of volunteerism.

Volunteering brings benefit to the individual volunteer. It makes important contributions, economically, as well as socially. It contributes to creating social cohesion and capital, through helping to build trust and reciprocity among citizens. The United Nations Volunteers is the UN Organization that supports sustainable human development globally through the promotion of volunteerism including the mobilization of volunteers. It serves the causes of peace and development through enhancing opportunities for participation by all peoples. It is universal, inclusive and embraces volunteer actions in all its diversity. Volunteerism is diverse and is embedded in all cultures and traditions. In this context, as a United Nations Volunteer you are encouraged and expected to relate to local volunteerism and to be identify with the concept. You are expected to regard your national colleagues as peers and together uphold trust as volunteers among yourselves and within the communities and the organisation you are assigned to.

Background

Based on the 2005 poverty assessment of the World Bank Living Standards Measurement Survey (LSMS), 18.5% of Albanians live below the poverty line. As much as 80% of the entire Roma community, live below the poverty line. Poverty is the result of exclusion and discrimination, and a condition to which these vulnerable groups have been relegated without the ability to react.

Statistics reveal alarming figures for the Roma minority of Albania. A 2005 UNDP study on the Social Vulnerability of Roma in Albania reveals that 55% of this group aged 15 years and younger are illiterate, compared to only two percent of the non-Roma population. As many as five percent of Roma families live in unregulated areas with no provision of potable water or sewers compared to only one percent of non-Roma families. In Roma-concentrated areas, families live in shacks or in abandoned buildings previously owned by state factories. The official data of the health of Roma in Albania is scarce, but it is estimated that life expectancy for Roma is 10 years lower than that of the rest of the population. These figures demonstrate that for Roma, poverty is multidimensional, extreme and chronic.

There are several factors contributing to the isolation of Roma including a lack of education, high unemployment, and poor infrastructure. One specific exclusion factor is the lack of basic legal documents such as birth certificates and other identification documents required to gain access to economic aid, education (school attendance), health services or professional training for employment opportunities (as there is a high incidence of delinquency and unemployment). While disadvantaged minorities may view the registration process as cumbersome, expensive and discriminatory, their registration would allow for greater access to social and economic assistance and a delivery of services. The registration of Roma children, for example, would prevent them from becoming easy victims of trafficking and would help to locate and repatriate those already trafficked.

In spite of these challenges, the Government of Albania has recognized the need to integrate Roma. In addition to signing several international treaties and conventions on the protection of minorities, the government has officially recognized the Roma and Vlachs (another minority originating from Romania) as "linguistic minorities" while the Greeks, Macedonians and Montenegrins are considered as "national minorities". Several government bodies have been created for the protection and promotion of minority groups including the Inter-ministerial Committee on Minorities at the Council of Ministers (under the direct supervision of the Prime Minister), the Committee of Minorities at the Ministry of Foreign Affairs, and the Roma Monitoring Committee at the Ministry of Labour, Equal Opportunities and Social Affairs. There is also a National Strategy for Improving Roma Living Conditions endorsed by the Council of Ministers in 2003. Unfortunately, no advancement has been made in regards to its implementation due to the scarcity of national resources. Though Albania is not a signatory member of the Decade of Roma Inclusion (2005–2015), it does not exclude the government's participation in addressing Roma priorities. The Decade presents an opportunity for greater national action to alleviate the poverty of Roma.

1. Project Description

UNDP Albania has recognized the importance of social inclusion, specifically in Outcome 2 of the UN Development Assistance Framework - UNDAF (2006-2010), which highlights the need to have "Institutions and forums in place to support people's participation, including youth and women – with people empowered to take active part in policy formulation and decision making at all levels". This was further developed in the Country Programme Action Plan - CPAP (2006–2010), which calls attention to the need for

mainstreaming minority issues in national and regional development agendas by incorporating vulnerable groups as part of the beneficiaries within existing projects.

The project “Empowering the Vulnerable Communities of Albania” will coordinate the activities of agencies working with vulnerable minorities and provide direct assistance to the poorest and most marginalized Roma communities at the local level (villages and quarters). At the regional level, the project will empower vulnerable ethnic minorities to partner with relevant organizations and government institutions in facilitating access to social and economic aid programmes with the registration of marginalized communities. Minority communities will further establish partnerships with local government to address urgent development priorities in the poorest areas, supporting Roma to assume property rights and receive documentation of land ownership. The ethnic minority group members, targeting women and youth of this community, will participate in on-the-job training and vocational education, partaking in professional courses on construction, health care and policing. A network of health and police mediators will be established to further secure the well-being of the Roma and Egyptian population. The most important of these results would be to enable these vulnerable groups to exercise their rights as human beings, which, in most cases, is currently seen as a privilege.

At the central level, the project will support the Government’s work on social inclusion and improved governance, placing Roma issues on the national development agenda, and bringing minority rights in line with similar proactive courses of action taken by neighbouring Eastern European states. To this effect, the project will build capacities of central and local government, NGOs and media on minority rights and will provide them with the proper tools for mainstreaming minority issues as mechanisms of national and regional development planning. A comprehensive public information campaign will serve to increase awareness about disadvantaged minorities.

2. Description of Main Duties and Responsibilities

Under the direct guidance and supervision of the NUNV Local Development Officer in each of the regions, the incumbent will be responsible for building a supportive environment for the Empowering the Vulnerable Minorities of Albania project through the following tasks;

Referral Services:

- Help and encourage minority community members to access social services through encouraging registration, use of health and police mediators, etc.
- Provide peer support, referrals to support services, and ensure follow-up support at community level
- Link minority community members with the community development schemes, vocational training, social benefits and other services
- Mobilize minority communities to actively participate in the CBOs

Training and Meetings

- Assist the UN Volunteer Local Development Officers in organizing trainings, workshops and meetings for service providers, local authorities and the local community
- Provide guidance to community as and when needed
- Represent the project at regional and national-level meetings as required

Advocacy

- Collect stories and pictures to UNV for volunteer promotion through publications and media exposure.

Shared Learning

- Assist in documenting and sharing relevant information and experiences
- Actively promote experience sharing and learning among community

Administration and management

- Help collect base line data and information on progress indicators according to the project framework
- Regularly reporting on project activities, results and feedback from community
- Provide logistical support to the National UN Volunteer Local Development Officer
- Provide Romany language support to National UN Volunteer Local Development Officer as required

3. Qualifications

Essential:

- Personal sensitivity and commitment to the values and principles of volunteerism;
- Sensitivity and awareness to vulnerable minority issues in Albania;
- Proven ability to learn and strong motivation for professional development;
- Good social interaction skills with the community;
- Ability to speak Albanian;
- Ability and willingness to travel as required, and participate in events/meetings at regional and national levels;

Desired:

- High school graduate;
- Romani and/or English;
- Prior volunteering experience;
- Understanding of the Community and the people.

Members of the Roma or Egyptian communities are strongly encouraged to apply.

Annex 3: Alignment with UNV Corporate Orientations

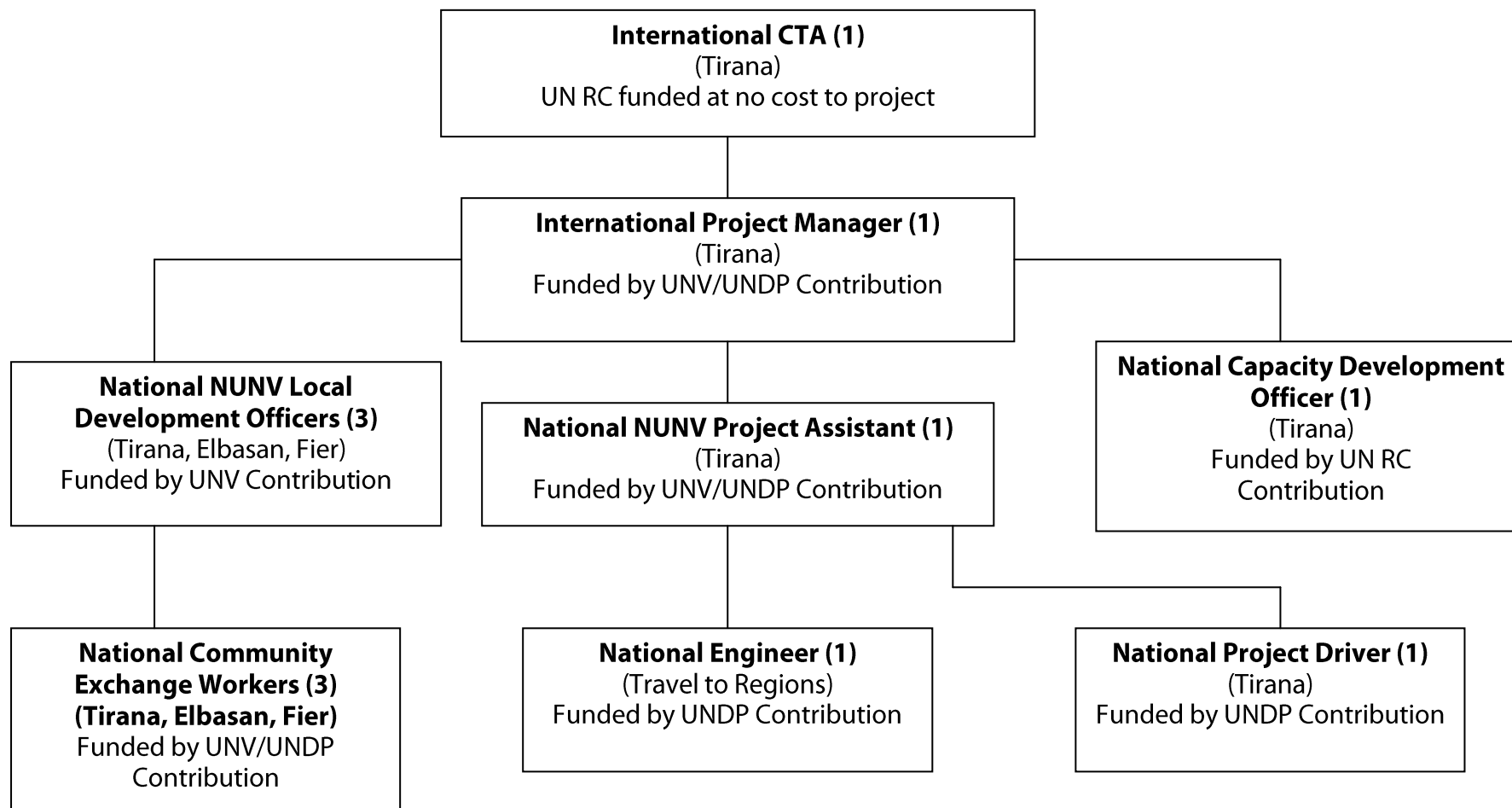
Title:	Empowering Vulnerable Communities of Albania: Support to the Implementation of National Strategy for ROMA		
Relevance to UNV Business Model	Advocacy for Volunteerism & Development globally	Mobilize volunteers for Peace & Development	Integration of Volunteerism in development planning
	<ul style="list-style-type: none"> The Roma issue is common to several European countries including Bulgaria, Romania, Slovakia, Hungary, the Czech Republic (Roma Regional HDR, 2003) and the former Yugoslav Republics. 	<ul style="list-style-type: none"> Placement of 4 NUNV volunteers and 3 NUNV community exchange workers Supporting the establishment/strengthening of 30 local community based organizations (CBOs) Mobilization of 30 Roma volunteers as health and police mediators Establishment of 3 volunteer local minority coordination committees within regional authorities Developing the capacity of Roma NGOs to address priority development challenges at the local level Establishment of 3 women SHGs and support networks Collaborating with TLAS, a local NGO active in the registration of Roma, which involves volunteer students from the Faculty of Law in its work at the community level 	<ul style="list-style-type: none"> UNDAF (2006 – 2010) Outcome no. 2: support to marginalized youth and women participation in public debate, decision-making and monitoring for the realization of children/women rights. CPAP (2006 – 2010): need for mainstreaming minority issues in national and regional development agendas by incorporating vulnerable groups as part of the beneficiaries within existing projects. The project will be integrated in the UNDP Local Governance Cluster, namely under its Roma component.

Areas of Distinctive Contributions	Project Outputs	Activities per Output
Access to services & service delivery	1) Enhance Social Inclusion and Access of Minorities to Social Services	1.1. Initial assessment of vulnerable minority groups in the five regions 1.2. Collaborate with local NGOs to facilitate legal consultation 1.3. Assist families in issuing necessary legal documents and access to notary services 1.4. Advocate with relevant public authorities for streamlining the registration process 1.5. Raise awareness on the importance of civil registration for access to basic social services
	3) Develop Local Capacities and Employable Skills	3.1. Raise awareness on the “employable” skills 3.2. Fund the enrolment of 60 people (including youth and women) in public vocational training course delivered by regional employment centres 3.3. Provide transportation to and from vocational training agency 3.4. Work with relevant government agencies to develop a transparent process for the selection of Roma candidates to join public vocational courses 3.5. Training of Employment Offices staff at the regional and national levels to improve awareness on minority issues and to better understand their situation in regards to unemployment 3.6. Consult with professional associations and chambers of industry to identify, review and validate the feasibility of potential incentives for accommodating minorities in the private sector
Inclusion & participation	5) Promote Minority Issues and Implement the National Roma Strategy	5.1. Provide technical assistance to the Ministry of Labour, Equal Opportunities and Social Affairs for developing a national action plan for the implementation of the National Roma Strategy, and including other minority groups such as the Egyptians 5.2. Facilitate networks with local counterparts 5.3. Provide guidance on policy reform and legal development for vulnerable groups 5.4. Organize two training sessions on human rights, leadership skills, strategic planning, etc...to increase government agencies’ capacities to deal with minority issues 5.5. Facilitate the establishment of volunteer local minority coordination committees within regional authorities to liase with local minority leaders 5.6. Organize trainings on priority minority issues and consultation workshops to raise awareness and empower the local minority coordination committees 5.7. Organize trainings on participatory mechanisms to assist regional authorities and local minority leaders in developing local action plans for the implementation of the National Roma Strategy 5.8. Organize a conference to present the minority local action plans and its links with main national strategies

Areas of Distinctive Contributions	Project Outputs	Activities per Output
	6) Advocacy on Minority Issues and Social Inclusion	6.1. Activities to harness a multicultural society through activities celebrating International Roma Day, and other human rights promotional events
Community mobilization through voluntary action	2) Support Community Participation Aimed at Addressing Development Priorities	2.2. Facilitate the establishment of Community Based Organizations 2.3. Organize trainings on CBO functioning, management, participatory planning, and leadership development (for CBOs) 2.4. Organize specialized trainings on health and social care, human rights, legal rights and obligations to strengthen and develop the capacity of local communities (for CBOs, local government and civil society) 2.5. Organize regular meetings in each of the regions to establish a mechanism for the identification of local development priorities and corresponding remedial measures 2.6. Support CBO sustainability and functioning through micro-initiatives 2.7. Implement at least three volunteer-based community development projects in each of the three regions
	4) Mobilize Community Volunteer Health and Police Mediators	4.1. Training for health mediation and police mediation facilitated by a specialized NGO 4.2. Certification and official recognition of mediators awarded and recognized by health and police officials as well by government

Annex 4: Project Staff Organigramme

This diagram provides information on the duty stations, reporting lines, and funding for the project staff.



Annex 5: Project Indicators for Monitoring and Evaluation

Several indicators for each of the expected project outputs have been identified to ensure a proper evaluation and monitoring process of the project. These indicators will quantify the impact of project implementation within each of the local Roma communities. The indicators below are divided and organized according to the main components of the project. The indicators are flexible and diverse and can be changed over the course of the project's life. On an annual basis it is expected that project management and staff will collect disaggregated data for each of the indicators listed below.

Output 1: Enhance Social Inclusion and Access of Minorities to Social Services

No.	Registration Related Indicators	Unit	Target 2009
1	Number of registration trainings facilitated by TLAS	#	4
2	Number of Roma registered by TLAS	#	300
3	Number of university volunteers involved by TLAS in registration awareness	#	5
4	Number of children enrolled in local schools (primary and 8-year schools) that have been registered by TLAS	#	150
5	Number of registered Roma that have been linked to social services	#	300
6	Number of court clerks that have been trained on minority rights by TLAS	#	10

Output 2: Support Community Participation Aimed at Addressing Development Priorities

No.	Governance Related Indicators	Unit	Target 2009
1	Total number of Community Based Organizations (CBOs) formed	#	30
2	Percent of Women-based CBOs formed	%	50
3	Percent of mixed-gender community based organizations formed	%	10
4	Percent of CBO members trained on minority rights	%	100
5	Percent of Roma involved in deciding on the type and scope of community infrastructure and social development projects	%	80
6	Percent of women attending community development meetings	%	50
7	Percent of community development meetings done involving local government representatives	%	80
8	Number of community development projects that have been implemented	#	9
9	Number of beneficiaries involved in community development projects implemented by UNDP/REC from each project implemented	#	15,000 (as the total number of beneficiaries)
10	Number of CBOs created and specialized in child protection	#	4

No.	Governance Related Indicators	Unit	Target 2009
11	Number of volunteers involved in the implementation of infrastructure projects	#	50
12	Number of micro-initiatives implemented by CBOs	#	40
13	Number of active community self-help groups that have implemented infrastructure projects involving local government	#	10
14	Number of Roma NGOs that are involved in infrastructure project implementation	#	6
15	Number of women Roma NGOs that are involved in project implementation	#	2

Output 3: Develop Capacities and Employable Skills

No.	Employment Related Indicators	Unit	Target 2009
1	Number of Roma that participated in vocational training	#	60
2	Percent of Roma women that participated in vocational training	%	50
3	Percent of trained Roma who have found employment	%	25
4	Percent of trained Roma women who have found employment	%	10
5	Percent of Roma who have dropped out from vocational training courses	%	20
6	Number of Employment Office staff that have been trained on minority rights	#	30

Output 4: Mobilize Community Volunteer Health and Police Mediators

No.	Health and Policing Related Indicators	Unit	Target 2009
1	Number of health mediators recruited by the CBOs	#	15
2	Number of women health mediators recruited by the CBOs	#	6
3	Number of police mediators recruited by the CBOs	#	15
4	Number of women police mediators recruited by the CBOs	#	6
5	Number of Roma health mediators that have been trained	#	15
6	Number of Roma police mediators that have been trained	#	15
7	Percent of CBO members that have received health care training	%	100
8	Percent of women CBO members that have received health care training	%	100

Output 5: Promote Minority Issues and Implement the National Roma Strategy (NRS)

No.	Governance Related Indicators	Unit	Target 2009
1	Number of Regional Minority Committees formed	#	3
2	Percent of women members of the Regional Minority Committees	%	40

3	Number of local government staff that have been trained on Minority Rights and Protection in a region within the framework of the NRS	#	60
4	Number of central level government trained on Minority Rights and Protection within the framework of the NRS	#	100

Output 6: Advocacy on Minority Issues and Social Inclusion

No.	Advocacy Related Indicators	Unit	Target 2009
1	Number of media representatives trained on Minority Rights and Protection	#	30
2	Number of newspaper articles published about the 'Empowering Vulnerable Minorities' project	#	30
3	Number of television programme broadcasted about the 'Empowering Vulnerable Minorities' project	#	15
4	Number of Roma related brochures published	#	10
5	Number of newspaper articles published relating to the International Day of Roma	#	6
6	Number of television programme broadcasted relating to the International Day of Roma	#	4
7	Number of beneficiary-self assessments conducted to report on the project's progress	#	2

Staff Capacity Building

No.	Capacity Building Related Indicators	Unit	Target 2009
1	Number of staff and project partners trained on minority rights and protection	#	15
2	Number of Corporate Private Sector (CPS) missions to support the 'Empowering Vulnerable Minorities' project components	#	3
3	Number of minority related international conferences/workshops/trainings attended by staff to promote the 'Empowering Vulnerable Minorities' project	#	3

Annex 6: Registration Estimated Budget of TIRANA LEGAL AID SOCIETY- TLAS ALBANIA

No	Item description	unit	Budget (in LEK)					Budget (in USD)			
			q/ty	rate/ unit	Total in LEK	UNDP contribution	TLAS contribution	Other Contribution	UNDP contribution	TLAS contribution	Other Contribution
II	Cost of Registration										
	Registration of birth	pers	220	29,366	6,460,520	4,641,560	1,818,960		48,400.00	18,967.26	
	Divorce cases	pers	10	16,580	165,800	-	165,800		-	1,728.88	
	Death Registration	pers	5	29,366	146,830	-	146,830		-	1,531.07	
	Transfer Residencies	pers	20	12,060	241,200	-	241,200		-	2,515.12	
	Subtotal UNDP for Litigation Costs				7,014,350	4,641,560	2,372,790	-	48,400.00	24,742.34	-
III	Legal Court Seminar	time									
	Conference Room Rent		2 day	10,000	20,000			20,000	-	-	208.55
	Coffee Break	pers	15 pers x 2 day	150	4,500	4,500			46.92	-	-
	Working Lunch	pers	15 pers x 2 day	1,700	51,000	51,000			531.80	-	-
	Stationary	pers	15 pers x 2 day	300	9,000	9,000			93.85	-	-
	Fee for Trainers	pers	3 pers x 2 times	7,000	42,000	42,000			437.96	-	-
	Subtotal UNDP for Legal Court Seminar				126,500	106,500	-	20,000	1,110.53	-	208.55
III	Legal Seminars with NGO's	time	1								
	Conference Room Rent		2 day	10,000	20,000			-	20,000	-	208.55
	Coffee Break	pers	25 pers x 2 day	150	7,500	7,500			78.21	-	-
	Working Lunch	pers	25 pers x 2 day	1,700	85,000	85,000			886.34	-	-
	Stationary	pers	25 pers x 2 day	300	15,000	15,000			156.41	-	-
	Fee for Trainers	pers	3 pers x 2 times	5,000	30,000	30,000			312.83	-	-
	Subtotal UNDP for Legal Court with NGO's				157,500	137,500	-	20,000	1,433.79	-	208.55
III	Legal Seminars with NGO's (TR)	time	1								
	Conference Room Rent		1 day	10,000	10,000.00	-	-	10,000	-	-	104.28
	Coffee Break	pers	25 pers x 1 day	150	3,750.00	-	3,750		-	39.10	-

No	Item description	unit	Budget (in LEK)					Budget (in USD)			
			q/ty	rate/ unit	Total in LEK	UNDP contribution	TLAS contribution	Other Contribution	UNDP contribution	TLAS contribution	Other Contribution
	Working Lunch	pers	25 pers x 1 day	1,700	42,500.00	-	42,500		-	443.17	-
	Stationary	pers	25 pers x 1 day	300	7,500.00	-	7,500		-	78.21	-
	Fee for Trainers	person	3 pers x 1 times	5,000	15,000.00	-	15,000		-	156.41	-
	Subtotal TLAS for Legal Court with NGO's				78,750	-	68,750	10,000	-	716.89	104.28
IV	Street Law Activities (6 in Elbasan 6 in Tirana)	4 pers	12 months	10,000	480,000	240,000	240,000	-	2,502.61	2,502.61	-
V	Other Costs										
	ElectricityTelephone/Fax/E-mail	month	24	20,000	480,000	50,000	430,000	-	521.38	4,483.84	-
	Vehicle Costs (Street Law, Mobile service, Clients representation)	month	24	15,000	360,000	70,000	290,000	-	729.93	3,023.98	-
	Stationary Expenses	month	24	10,000	240,000	-	240,000		-	2,502.61	-
	Project Leader (15%)	month	24	21,734	521,618	-	521,618		-	5,439.19	-
	Finance Officer (20%)	month	24	23,050	553,205	-	553,205		-	5,768.56	-
	Subtotal for Other Costs				2,154,823	120,000	2,034,823	-	1,251.30	21,218.18	-
	TOTAL				10,011,923.20	5,245,560	4,716,363	50,000	54,698.23	49,180.01	521.38

Grand Total = USD 104,400

Annex 7: Local Project Appraisal Committee Minutes of the Meeting (22 February 2007)

Project Title: Empowering the Vulnerable Communities of Albania: Support to the Implementation of the National Strategy for Improving Roma Living Conditions

Donors: UN Volunteers, UNDP, UN Resident Coordinator Fund, Tirana Legal Aid Society (TLAS), and Terre Des Hommes (TDH).

Budget: 786,175 USD (520,000 from UN Volunteers; 100,000 UNDP; 166,175 from other donors)

Project duration: 2 years (24 months)

Participants: Entela Lako, Programme Analyst, Cross-cutting Cluster (UNDP)

Natasha Mistry, Programme Specialist (UNDP)

Alma Gjoni, Programme Associate (UNDP)

Xhesi Mane, Programme Associate (UNDP)

Eldisa Lloshi, UN Coordination Specialist

Blythe Fraser, Public Information Officer (UNDP)

Roland Koxhaj, (LGP UNDP)

Elida Metaj, (LGP UNDP)

Admir Meko, (LGP UNDP)

Lindita Bezhani, Country Operations Assistant (UNV)

Filippo Rodriguez, (UNDP)

Sadedin Mezuraj, Director of the Roma Monitoring Committee (Ministry of Labour, Social Affairs and Equal Opportunities)

Edmond Trako, Minority Office Representative (Ministry of Foreign Affairs, Minorities Office)

Thierry Agagliate, Delegate (Terre Des Hommes)

Ruben Vellenga, (Terre Des Hommes)

Rajmonda Bozo, Director (Tirana Legal Aid Society)

Migen Elmazaj, (Tirana Legal Aid Service)

Zamir Muça, Secretary General (Albanian Red Cross)

Zhaneta Xhelili, Programme Coordinator (Albanian Red Cross)

Ms. Entela Lako opened the discussion by welcoming all the participants and thanking them for their interest in the project and their presence at the LPAC meeting. The project was presented as an important effort targeting the most vulnerable communities of Albanian society through a comprehensive approach. The establishment of this partnership will ensure a multi-disciplinary methodology.

1. Presentation of the project

Ms. Natasha Mistry introduced the project by providing statistics for health, education and life expectancy in the Roma and Egyptian communities in Albania. The project is a pilot in this country and the first to address a broad range of priorities for these vulnerable groups at the local level. The initiative will work with Roma and Egyptians in the regions of Tirana, Fier and Elbasan with a particular focus on Roma women and youth. Since the nature of the project deals with social integration the project activities will work with the national majority living in the same area. The project will focus on both central and local government officials in order to contribute to Albania's aspiration to EU membership, for which human rights of Roma have a central position.

The total budget of the project is over 0.7 million USD with financial contributions from UN Volunteers (520,000 USD), UNDP (100,000 USD), UN Resident Coordinator's Fund (38,400 USD), TLAS (27,775 USD), and TDH (100,000 USD). TLAS and TDH will direct their financial contributions directly towards the beneficiaries. In-kind contributions will come from local government units

(regional councils, municipalities and communes) and possibly UN agencies such as UNFPA, WHO and UNICEF. The possibility for further funding for similar initiatives was pointed out.

Components of this project include the registration of 300 Roma individuals, enabling them to access basic social assistance in terms of health, education and social care. The successful experience of community-based organizations (CBOs), to build skills and expertise in each community, will be implemented also with a particular attention to Roma women. This will also strengthen the role of voluntarism within Albanian society as a whole.

Infrastructure projects will be implemented in Roma populated areas. In addition, Roma and Egyptians will be trained to act as health and police mediators. Furthermore advocacy will be an important component, which will target both minorities and the national majority to increase Roma and Egyptian participation in public life and decision-making.

The presentation described the main outputs and key results of the project. Monitoring and evaluation will be carried out by a steering committee composed of all partners engaged in the project.

It was explained to all partners how Albania has been chosen as a pilot for "One UN" reform and how this is an opportunity for the implementation of the project and potential expansion.

2. Comments and Suggestions

Ms. Blythe Fraser (UNDP) asked how the project would deal with the Advocacy component, whether there is an advocacy strategy in place and if there will be staff, or volunteers recruited for communication.

- All partners will participate in the advocacy and strategic communication will be the responsibility of the UNDP Advocacy and Partnership Unit.

Mr. Thierry Agagliate (TDH) called attention to the importance of child protection and how this project is a great opportunity for addressing Roma children, a group that is always at high-risk of trafficking. He pointed out that the project's outputs should be more explicit on this topic. Regarding infrastructure projects he introduced TDH's programme of micro-initiatives as a way to fund small scale plans of CBOs. On advocacy it was underlined how the BKTF group is already lobbying the government to change laws on registration. TDH's willingness to actively participate and fund the CBO capacity building and sustainability was emphasized.

Ms. Rajmonda Bozo (TLAS) stated that an important component of the project is working with local communities to include Roma. This implies a change in mentality and behaviours that are fundamental for the integration of minority groups. Another priority for Roma is the need of legal services, and the project provides an opportunity to raise awareness for minority groups and their ability to access social services. Legal rights translate into justice for vulnerable groups, which is a starting point for Albania's EU accession. She also remarked how this project will have more results than the ones initially planned and how TLAS will contribute to each registration case.

Mr. Sadedin Mezuraj (Ministry of Labour) was recently recruited to work at the Roma Monitoring Committee for the implementation of the National Roma Strategy (NRS) and explained how this project will be very useful for the community. Since vulnerability of Roma is caused by a variety of complex problems that are linked with each other, a project that will address all these matters, from registration to CBOs, will be a great boost for the NRS itself. It was also pointed out how the Strategy is in need of funds to start implementation and that the advocacy component is in line with the Strategy. Mr. Mezuraj asked a series of questions:

- As other organizations are already targeting the Roma community, is this initiative going to partner with ongoing projects? **A:** TLAS has an ongoing project for registration of Roma children in partnership with UNICEF, and BKTF is advocating for a change in legislation, as

the current court procedure is long and difficult. Contact has been made and partnerships are being formed with other organizations working on Roma to avoid replication and overlapping of activities. It was further mentioned that through an ongoing UNDP initiative on Minorities a comprehensive training manual and programme has been developed to promote minority rights, and recognize multiculturalism in Albanian society. This manual will be applied to training for government officials and will be further used by national training agencies such as the Training Institute of Public Administration. Since UNFPA and WHO will join as partners it is possible to establish further, and together with TDH, a stronger commitment of the project for child protection.

- Mr. Mezuraj also expressed the willingness of the Ministry to have a representative in the Project Steering Committee so that the efforts in support of Roma community are better coordinated. He also highlighted the need for the project to continue support for the National Roma Strategy and an Action Plan. A costing exercise for the Strategy is considered as crucial, therefore he proposed that the support for costing the National Strategy and Action Plan be included as priority interventions for the project

Ms. Elida Metaj (UNDP) expressed satisfaction for the comprehensiveness of the project. She suggested that vocational training of this group should be targeted towards market-based skills to ensure that these skills become useful when searching for job opportunities. Women should be included in these trainings and incentives would be required from the Ministry of Labour to companies that hire Roma. Regarding women it was also said that there could be a possible link with the ongoing UNDP project on Domestic Violence.

Mr. Zamir Muça said that the Albanian Red Cross (KKA) has already been working within these communities and has ongoing activities and projects in education, social aid, health and women's issues. The International Red Cross Federation has also included the situation of Roma in its policies. He suggested that Albanian Red Cross capacities be used in the project, as the organization is present in the whole country. It was pointed out that working with KKA is a target for the project also for their experience in promoting volunteerism. Both the UNDP and Red Cross are promoters of volunteerism within the country; it is a natural partnership for the project.

Mr. Edmond Trako (Minority Office at the Ministry of Foreign Affairs) asked if the project foresees an improvement in the exchange of information among government and between project partners. He also requested suggestions on the role of Minorities Office in contributing to the project. It was suggested that the Ministry could encourage positive support to local government units with resolving property rights issues, assistance in housing and access to police directorates, and he gave his agreement. Regular meetings with the Ministry will be established. Periodical reports (twice a year) to partners will be added in the project document and on the issue of reporting it was explained how regular tripartite meetings are organized by UNDP with donors and government counterparts. The assistance of the Ministry of Foreign Affairs can be of primary importance in the facilitation of process of obtaining documents needed to register children born outside the country.

Mr. Roland Koxhaj (LGP-UNDP) in reference to ongoing initiatives on Roma by the UN Country Team suggested changing one sentence regarding the project. He expressed his remarks on the number of people to register, proposing that instead of focusing on 300 individuals divided in three areas, maybe one entire area populated by Roma could be registered. However it was explained that at this stage it is better to deal with registration case by case as this is related to priority situations.

The importance of continuing registration after the project was identified as important.

3. Conclusions and next steps

Ms. Entela Lako thanked all the participants for the valuable comments and inputs provided during the preparation and discussion of the new project. All partners agreed to specific contributions for their activities and their compliance on proposed funding. Their contributions will be duly reflected in the project document. The minutes of the meeting will be prepared and circulated among the participants. Once finalized, the Minutes of the LPAC Meeting will be shared with UNDP Management and UNV Bonn.

Annex 8: Agendas of the UNV/UNDP Mission on Project Formulation

Purpose of Mission: The aim of the mission is to draft the project document “Empowering the Vulnerable Communities of Albania” based on the concept brief already prepared.

Main objectives of the mission include:

- Gaining insight to the Albanian situation regarding marginalized minorities;
- Defining areas of future UNDP-UNV support to social inclusion in Albania, with focus on the new corporate policy shifting towards promoting volunteerism as a development concept;
- Seek potential partnerships for project implementation with Central and Local Government, as well as civil society organizations.

The results of the mission will also facilitate information and knowledge sharing to identify potential areas for UNV programme expansion activities in Albania.

Mission Members: Ms. Alissar Chaker (UNV HQ)
Mr. Patrick Van de Coevering (UNV Bratislava)
Mr. Florin Banateanu (UNDP Romania) – participation 4 - 6 December
Ms. Natasha Mistry (UNDP Albania)
Ms. Katia Saro (UNV Programme Officer)

UNDP Focal Points: Ms. Katia Saro and Ms. Natasha Mistry (UNDP Alb)

Logistics Note: UNDP to provide one vehicle for transport to and from airport as well as field visits (as per agenda)
Hotel Accommodation for Tirana is at Hotel Broadway (evenings of 03-09 December)
Mr. Manuel Brakaj, UNV Assistant / for translation support 6-8 December
Ms. Alma Gjoni translator 4 – 5 December

Background materials: National Roma Report “At Risk: The Social Vulnerability of Roma in Albania”;
Regional Roma Summary Report “At Risk: Roma and the Displaced in Southeast Europe”;
Project Concept Paper “Empowering Vulnerable Communities of Albania”;
Albania Roma National Strategy;
Social Inclusion Strategy (draft);
Summary of ‘Gold Coin Dilemma’ (World Bank Report on Roma in Albania)

Monday 4 December				
Time	Meeting	Persons to Be Met	Topic of Discussion	Location
9:00 - 10:00	Mission Briefing	Ms. Gülden Türköz-Cosslett , RR UNDP Albania Ms. Elzira Sagynbaeva , Deputy Resident Representative UNDP Albania	<ul style="list-style-type: none"> Discuss mission purpose and agenda 	UNDP CO
10:00 – 10:30	Mission logistic organization	Team mission	<ul style="list-style-type: none"> Discussing logistic organization and meeting participation 	UNDP CO
10:45 – 11:45	CAFOD and Balkan Sun Flower NGO	Mr. Shkelqim Bozgo - CAFOD Mr. Blendi Lami - BSFA	<ul style="list-style-type: none"> Support to the Roma community for civil registration 	CAFOD, close to “Zeri Popullit”
12:00 - 13:00	Roma Monitoring Committee, Ministry of Labour, Social Affairs, and Equal Opportunities (MoLEO)	Ms. Blerina Tepelena , Head of the Roma Committee for Monitoring the National Strategy	<ul style="list-style-type: none"> National Roma Strategy implementation Monitoring process of the strategy (UN Joint Project) 	MoLSA
13:00 - 14:00	Lunch break			
14:00 - 16:00	Joint meeting with Roma NGOs	Mr. Xheladin Taço , Romano Kham Mr. Skender Veliu , Unioni Amaro Drom Mr. Pellumb Fortuna , Rromani Baxt Mr. Adriatik Hasantari , Roma Active Albania Mr. Arben Bastri , Qendres per nje Vizion Bashkekohor per Rrom (CSDRR) Mr. Gurali Mejdani , Amaro Dives Mr. Istref Pellumbi , Roma For Integration Association & Anti-Traffic Ms. Meleqe Rrenja , Head of Roma Women of Tomorrow NGO	<ul style="list-style-type: none"> Discussion on the project briefing of UNDP-UNV Understanding the needs of the Roma community Understanding the role of the Roma NGOs 	UNDP CO
16:30 - 17:30	Center for Economic and Social Studies (CESS)	Mr. Ilir Gedeshi , Director of CESS	<ul style="list-style-type: none"> Research and studies undertaken 	UNDP CO
17:30 – 18:30	Meeting with CCF	Ms. Bledina Bushi , Project Officer Ms. Ermira Kurti , Project Officer	<ul style="list-style-type: none"> Project in working with the Roma Community 	UNDP CO

Tuesday 5 December				
Time	Meeting	Persons to Be Met	Topic of Discussion	Location
8:00 – 10:00	Travel to Fier Region for Field Visit			
10.30- 11.30	Regional Council of Fier (Local Government)	Mr. Ilir Dano , Head of Fier Regional Council Mr. Shaqir Kurti , Head of the Regional Development Unit	<ul style="list-style-type: none"> • Situation of Roma in Fier (Fier is considered the Capital of Roma in Albania) • Possible cooperation within the local government for project implementation 	Fier Regional Council
12.00 –13.00	Joint Meeting with Local Government Departments	Ms. Rita Mocho , Representative of Social Services Mr. Petrit Kasimati , Representative of Education Department Mr. Agim Qejvani , Head of Levan Commune	<ul style="list-style-type: none"> • Share project information and get feedback on feasibility at the regional level • Get feedback about local government support • Discussion about Roma registration at the regional level • Gain an understanding between the roles of the Social Services Department and Civil Registration Department • Discussing Roma unemployment, education and health issues 	Fier Regional Council
13.00 – 14.00	Lunch break			
14:00 – 15:00	Meeting with local Roma NGOs	Mr. Latif Kazanxhiu , Representative of Roma Active Albania Ms. Marsela Taho , Head of Roma Women Center for Development Ms. Matilda Dushku , Head of DEA NGO Ms. Erinda Shytermeja , Head of Terre des Hommes Mr. Aurel Jupe - SNV Mr. Ilir Hasa - SNV	<ul style="list-style-type: none"> • Share project information and get feedback on feasibility at the regional level • Discussion about Roma situation in Fier • Discussing Roma unemployment, education and health issues 	Fier SNV Office
15:00 - 17:00	Travel Back to Tirana			

Wednesday 6 December				
Time	Meeting	Persons to Be Met	Topic of Discussion	Location
9:00 - 10:00	Minorities Committee within the Ministry of Foreign Affairs	Mr. Qirjako Qirko - Director of the Bureau Ms. Arlinda Gjata - Assistant	<ul style="list-style-type: none"> • Role of the Ministry in Protecting Roma Rights and MoFA's objectives with regards to Roma • Process of implementing the National Roma Strategy and Convention on Minorities 	MoFA
10:30 - 11:30	Meeting with Minorities Committee with the Council of Ministers	Mr. Refik Tare - Member of the Council of Ministers Minority Committee	<ul style="list-style-type: none"> • Objectives of the National Government for Roma • National Roma Strategy implementation 	UNDP CO
12:00 - 13:00	Meeting with MJAFT	Mr. Besjan Pasha – Coordinator, MJAFT	<ul style="list-style-type: none"> • Sharing of experiences; possible future partnerships. 	UNDP CO
13:00 - 14:00	Lunch Break			
14:00 - 15:00	Meeting with Roma Women representatives	Ms. Selvie Rushiti , Director of 'Zemra e Nenes' Roma Youth Center	<ul style="list-style-type: none"> • Needs of the Roma Community • Needs of Roma Women 	Zemra e Nenes
15:30 - 16:30	Meeting with Helsinki Committee	Ms. Vasilika Hysi , Director	<ul style="list-style-type: none"> • Human rights status of the Roma community in Albania • On-going and up-coming projects on minorities 	UNDP CO
16:30 - 17:30	OSCE	Ms. Silda Anagnosti , Project Officer Mr. Rezart Xhelo , National Assistant	<ul style="list-style-type: none"> • National Roma Strategy • Donor Coordination on Roma Issues • Social inclusion strategy 	OSCE

Thursday 7 December				
Time	Meeting	Persons to Be Met	Topic of Discussion	Location
9:00 - 10:00	Albanian Red Cross	Mr. Zamir Muca – Secretary General	<ul style="list-style-type: none"> Sharing of experiences; possible future partnerships. 	Albanian Red Cross
10:30 - 11:30	Co-Plan	Mr. Dritan Shutina , Director Ms. Darina Kokona , Project Officer	<ul style="list-style-type: none"> Project in working with the Roma Community 	Co-Plan
12:00 - 13:00	Terres des Hommes	Mr. Thierry Agagliate - Head	<ul style="list-style-type: none"> Project in working with the Roma Community Regional needs of Roma Communities (Fier, Korçe, Elbasan, Tirana) 	Terre des Hommes
13:00 - 14:00	Lunch Break			
15:00 - 16:00	Meeting with UN Agencies	Ms. Linda Bushati –UNICEF PO Ms. Elida Nuri – UNFPA	<ul style="list-style-type: none"> Project in working with the Roma Community UN Joint Project for monitoring the National Roma Strategy 	UNDP CO
16:00 - 18:00	Local Governance Programme	Mr. Kalyan Pandey - CTA		LGP Office
Friday 8 December				
Time	Meeting	Persons to Be Met	Topic of Discussion	Location
9:00 - 10:00	Tirana Legal Aid Services (TLAS)	Ms. Rajmonda Bozo , Director Ms. Migen Elmazi , Finance Officer	<ul style="list-style-type: none"> Registration issues and trainings of minorities 	TLAS
10:00 - 13:00	Work on drafting project proposal			UNDP CO
13:00 - 14:00	Lunch Break			
14:00 – 16:00	Work on drafting project proposal			UNDP CO
16:00 - 17:00	Debriefing meeting	Ms. Elzira Sagynbaeva , DRR UNDP Albania		UNDP CO

Purpose of the Trip: The aim of the trip to Korca and Elbasan regions is to first consult with local government on the project and seek their approval, and to collect more information needed for the project document "Empowering the Vulnerable Communities of Albania" based on the concept brief already prepared.

Mission Members: Ms. Natasha Mistry, Local Governance Programme Officer, UNDP Albania
Mr. Manuel Brakaj, UNV Country Operations Assistant

Monday 15 January 2007				
Time	Meeting	Persons to Be Met	Topic of Discussion	Location
08.30	Departure To Korca			UNDP CO
15.00	Arrival in Korca			Hotel to be booked
16.00 – 17.00	Korca Regional Council	Mr. Ilir Hoxha , Chair of the Korca Regional Council Ms. Eva Dhimitri , Regional Development Unit	<ul style="list-style-type: none"> Information regarding the process of writing the project Regional Department Functions with Roma communities 	Regional Council
17.30 – 18.30	Korca Municipality	Mr. Robert Damo , Mayor of Korce Mr. Mikel Dishnica , Vice Mayor	<ul style="list-style-type: none"> Support to the Roma community for civil registration Learn about Roma living in Korce 	Municipality

Tuesday 16 January 2007				
Time	Meeting	Persons to Be Met	Topic of Discussion	Location
10.00 – 12.00	Joint Meeting with Local Government Departments	Head of Social Services Head of Civil Registration Office Director of Employment Center Head of Education Department Head of Health Department Police Directorate	<ul style="list-style-type: none"> Share project information and get feedback on feasibility at the regional level Get feedback about local government support Discussion about Roma registration at the regional level Gain an understanding between the roles of the Social Services Department and 	Korca Regional Council

			Civil Registration Department <ul style="list-style-type: none"> • Discussing Roma unemployment, education and health issues 	
12:30 - 13:30	Meeting with Local and International NGOs	Mr. Mikel Vilahu , Red Cross Mr. Ervin Vani , Tabitas NGO	<ul style="list-style-type: none"> • Share project information and get feedback on feasibility at the regional level • Discussion about Roma situation in Korca 	Red Cross Office
15:00 - 16:00	Meeting with local Roma NGOs	Mr. Erjon Jakupi , Roma Active Albania Mr. Avni Kappo , Roma Union Association Mr. Danika Rapush , Amaro Drom Mr. Arben Kosturi , Distutni Albania	<ul style="list-style-type: none"> • Share project information and get feedback on feasibility at the regional level • Discussion about Roma situation in Korca 	Red Cross Office

Wednesday 17 January 2007

Time	Meeting	Persons to Be Met	Topic of Discussion	Location
07.30 – 10.00	Departure to Elbasan		•	
10.00 – 11.00	Municipality	Mr. Ardjan Turku , Mayor of Elbasan	<ul style="list-style-type: none"> • Support to the Roma community for civil registration • Learn about Roma living in Elbasan 	Municipality
10.00 – 11.00	Elbasan Regional Council	Mr. Mehdi Pepa , Chair of the Elbasan Regional Council	<ul style="list-style-type: none"> • Information regarding the process of writing the project • Regional Department Functions with Roma communities 	Regional Council
11.30 – 12.30	Lunch Break			
13.00 – 14.00	Meeting with Local and International NGOs	Ms. Griselda Peca , Red Cross	<ul style="list-style-type: none"> • Discussion about Roma situation in Elbasan 	Red Cross
14.30 – 16.00	Meeting with local Roma NGOs	Mr. Enver Mustafaj , Lloko Drom	<ul style="list-style-type: none"> • Share project information and get feedback on feasibility at the regional level • Discussion about Roma situation in Elbasan 	Red Cross
	Departure to Tirana			

Annex 9: Minutes of Meetings with Local Government and Civil Society

Ilir Hoxhaj

Chairman of the Regional Council of Korca

Korca, 15th January 2007

- Most Roma population live in Devoll (Bilisht), Pogradec, Pojan, Korce.
- There are some NGOs working on Roma issues (5-7 organizations working on this field).
- Registration is a general problem for the rural population, but in Korca this is not a phenomena.
- In Korca the Roma population run their property, they don't lie in illegal settlements
- The Roma population is concentrated in the 6, 7, 8, 17 quarters of Korca. Most of the Roma leaving in this zone face shelter problems.
- The Regional Employment Office of Korca doesn't provide free special courses to the Roma population.
- The Regional Council of Korca will provide support (office and staff support) and coordination of the existing NGOs. The suggestion is to have coordination meetings once in 3 months with all the NGOs to overlap the work.
- Some of the organizations working with the Roma Population in Korca are:
 - o DORKAS NGO (Dutch) which works in Roma Communities
 - o Legal Clinic of minors
 - o TDH
 - o SIDA – Avaltz Spitaler (waste recycling)

Robert Damo

Mayor of the Municipality of Korca

Korca, 15th January 2007

- Considerable number of Roma and Egyptian population in Korca, around 20% of municipality.
- Roma people have different problems like low level of education, high rates of unemployment, shelter and legalization problems (there have been some intervention by NGOs, but this problem still exist), etc. These problems exclude them from the society and make them vulnerable.
- The Roma Population is more integrated in towns.
- Most of Roma Population is concentrated in the quarter 6 and 8. The 4th, 5th, 13th, 14th and 16th quarters are flat areas. It has been noticed that the Roma families prefer to live on ground floor.
- There is a kindergarten for Roma children (TDH).
- Civil registration and social services are rune by the municipality.
- There are no fees to pay to the municipality for the registration process.
- In the clinic of minors the tariffs to pay are lower.
- Recommendations:
 - o Reduce fees by the municipality, if the registration is going to be done through legal clinic;
 - o Property solution can depend on type of project;
 - o The project needs to be scattered, but the concentration is better to be in one area.
- The municipality is already doing infrastructure work in Korca.

Mikel Vllahu
Secretary of the Red Cross Albanian, Korca Branch

Korca, 16th January 2007

- 16th years regional office presence, main activities are similar to head office
 - o information dissemination
 - o disaster
 - o health
 - o fundraise
 - o volunteer recruitment
 - o build capacities of institutions
 - o first aid
- The Roma population is located in all areas of the prefecture, but Korca, Billisht and Pogradec are the main areas where they are living.
- There are 4 Roma Associations in Korca representing this community, which also have branches reporting from other parts of the region. Some of these NGOs have worked on social issues, for example the last programme was focused on the Roma of Pogradec. 25 families were supported with materials, such as food, blankets, clothes, etc. and were moved to the military house. All this was done in cooperation with the Roma NGOs.
- Recommendations: provide education and vocational training; provide personal hygiene courses to the Roma people.

Ervin Vani
Vice Director of TABITA – Building Pathways for Progress

Korca, 16th January 2007

- They are working both with Roma and Egyptian communities, because both communities suffer social problems.
- Darkas (Dutch NGO) operating in 24 countries supports marginalized groups with capacity building and infrastructure.
- Tabita is a local NGO, which has started its activity since 2003. It is focused more in vocational training and health care.
- There are 3 000 Roma and 20 000 Egyptians in Korca.
- Recommendations:
 - o Support some people to graduate.
 - o Family hygiene courses; personal hygiene packages (1 free per month); do this training to the children in schools; select a Roma person as health mediator.

Arben Kosturi
Executive Director of Roma Union of Korca and coordinator for the Albanian Human Rights Group & Avni, Erjon (Roma Active Albania), Donika Rapushi (Amaro Drom Regional Office)

Korca, 16th January 2007

- The registration of Roma population has been always a concern.
- Statistics for Roma population:
 - o 1050 Roma inhabitants in Devoll, from a total of 42 000 people living in this region;
 - o 3 500 Roma inhabitants in Korca and Pogradec.

- There was a kindergarten in Korca financed by the TDH, but it was closed two years ago. It will be opened soon, once the staff is provided by the Education Directorate. In the programme there was also foreseen vocational training for Roma people, such as: hairdressers and sewing. Some of the women that were graduated were provided with sewing machines.
- Collaboration with Regional Employment Offices: Through these offices
 - o 10 persons were employed
 - o 2 persons attend Red Cross Albanian vocational courses
 - o 2 others attend Employment Centre Courses
- Many Roma families don't have proper shelters. They live in old buildings. There are 60 families in Korca without house.
- Statistics:
 - o there are 35 families in Pogradec living in military houses,
 - o 15 families without home in Korca,
 - o there are 700 Roma families living in Korca, 100 families in Bilisht, 75 families in Pojan, 230 families in Maliq, Hiboni, Vasehisht, 400 families in Pogradec and 35 families in Erseke.
- There are 5 Roma NGOs working for recycling, where 80 Roma people are employed (this number will increase in future). These people were trained to use the machines that were brought. This is a 3 year project where Roma will carry on the work.
- Recommendations:
 - o the shelter is a priority for Roma families
 - o employment
 - o education
 - o some have life-threatening illness
- Roma of Korca are more advanced and cultured than others in country.
- After 1990 the Roma people haven't received houses from the government.
- Registration is an issue for the Roma people, especially for those born abroad, like in Greece. Many children born in Greece have parents who have changed their names to Greek name. Their children, who are registered with these names of parents, when return to Albania can not be registered in Albania. Roma children that are not registered are at risk of being trafficked.
- More problematic areas:
 - o Progradec – 150 Roma inhabitants, 60 children who live in military house.
 - o Bilisht – 15 families
 - o Korca – quarter 8,10

Ardjan Turku
Mayor of the Municipality of Elbasan

Elbasan, 17th January 2007

- There are problems of registration linked with Roma population. There is lack of infrastructure to solve these problems.
- Having into consideration that the local elections are coming up, it is better to start the project with the new local government.
- There has been a social plan of the area: "Regione Amila Romania", which has financed 20 projects on social services. The program was designed for the whole population, without distinction between Roma and majority.
- The Roma settlements are in periphery of the town, in the north of the town. There are two areas where only the Roma people live, and another is mixed. Most of the Roma people live in poor conditions. Most of them live in large families, which affect quality of homes and lifestyle. Only few of them own the land where they have the houses. The owners of

these lands claim, but the government has made no decision on the ownership of land till now. There are some thoughts to re-settlement Roma population to new zones.

- Some partners working in the filed of Roma issues:
 - o Soros Foundation,
 - o World Vision
 - o Roma associations

Mahdi Pepa
President of Regional Council of Elbasan

Elbasan, 17th January 2007

- The Region of Elbasan includes 7 municipalities and 43 communes.
- The Municipality of Peqin and Elbasan are populated with Roma.
- The Roma people don't have their own land.

Irselda Pepa
Red Cross Albania – Branch of Elbasan

Elbasan, 17th January 2007

- Rrapisht is the area where lot of poor Roma people live.
- Red Cross has organized different hygienic campaigns.
- Red Cross National Strategy has Roma as a focus target group.

Enver Mustafaj
Vice Head of the Llako Drom

Elbasan, 17th January 2007

- The NGO has worked with registration issues, making a study of Roma of Elbasan.
- They have a kindergarten with Roma kids, where they learn Albanian language.
- There is a need to change the law, to address Roma children that were not born in maternity.
- There are around 2500 – 2700 Roma inhabitants in Elbasan.
- Roma Active Albania has trained a selected group of Roma on general advocacy.
- There are some vocational training courses for free for the Roma people, but there is no transport to facilitate the attendance to these courses. Also, it is more difficult for women to be allowed by their families to attend these courses.

Irfan Dashi
Head of the Mini-Municipality No.6, Tirana

- In the mini-municipality No. 6, the Roma people are mostly located in:
 - o Fabrika e Tullave
 - o Shahan Dashi
 - o Frank Bardhi
 - o Share (where all the garbage of Tirana is collected – These people need to be moved immediately to new locations).

Half of Roma inhabitants live in informal areas. There are 2000 Roma people living in this municipality.

- Main source of their income are merchandise (clothing).

- There is need to register the Roma population. Young mothers don't register their born children. This facilitates the trafficking of Roma children, because they are not registered.
- Roma people lack of:
 - o Shelter
 - o Running water
 - o Toilets
 - o Sanitation
 - o Employment
 - o Medicine kit

**Olga – Director of Regional Development; Lorena – Director of Projects; Vildan – Social Services and Care
Regional Council of Tirana**

Tirana, 1st February 2007

- This directorate works on social issues.
- They have collaborated with the World Bank for a project on social services within the Region of Tirana.
- Tirana Region includes 5 Municipalities and 25 Communes.
- Roma people are mostly located in periphery areas of Tirana, such as:
 - o Bregu i Lumit (9 quarter)
 - o Braka
 - o Kombinat (6 quarter)
 - o Lapraka (11 quarter)
 - o Qyteti I nxenesve (5 quarter)
- Registration issues are not part of the Regional Council competency.
- Land distribution is under authority of communes and municipalities.
- Farka Municipality offered land to Roma community for re-settlement but most didn't accept
- The biggest problem of Roma people is sheltering
- Suggestions: it is better to focus on areas where Roma people live, instead of moving or displacing them.
- Respective authorities can establish a bus line to link Roma living far away.

Annex 10: Gender Mainstreaming in the Project

1. Project Formulation:

At the project formulation stage, a stock-taking exercise of available reference material and statistics on minorities in Albania was undertaken. Given the scarcity of such information and the lack of gender and minority disaggregated data, the usual stakeholder consultation was made more thorough and exhaustive than usual. Meetings were arranged with (1) the UN System in Albania (including UNDP, UNRC, UNICEF and UNFPA. UNIFEM regional office in Bratislava was briefed about the project and the project concept was shared. Unfortunately, the partnership did not materialise); (2) International NGOs; (3) Roma NGOs (including Roma Women Centre for Development and Roma Women of Tomorrow among many others); (4) National NGOs working in Roma communities; (5) Government authorities concerned by minorities issue; (6) Regional Council of Fier and local government departments; (7) Centre for Economic and Social Studies and (8) the only 2 Roma representatives (both men) at the local and central levels. Luckily enough, women were present in the meetings both from Roma organisations and government. This allowed the formulation team to have an overview of the local context, priorities and challenges, as well as to identify potential champions (ex. the Head of the Roma Monitoring Committee at the Ministry of Labour, Social Affairs and Equal Opportunities who is herself a well educated woman) and/ or potential partners (ex. Roma Women NGOs).

- Context:

Given scarce data, the gender-related section of the context was rather descriptive. It described the harsh living conditions of Roma communities in terms of health, education, employment, housing and democratic rights as well as the severe discrimination and exclusion they face from the "majority" population. It also emphasised that the situation is further exacerbated for women who often abandon school at a relatively young age for early marriage or work in the informal sector. Indeed, they are more prone to health risks and are probable victims of violence (either domestic or resulting from the majority population discriminatory attitudes)⁵. Their life is often characterized by a conflict between the traditional culture and modern development, and they struggle between following traditions while adapting to modern life. The importance of this dichotomy differs from one community to the other. Nevertheless, it creates prejudices that are transmitted to children (ex. resistance to mixing with the rest of the society). This has prepared for confirming that the proposal recognizes this bridging role of women and considers them as a major beneficiary group of the project.

- Proposed Strategy:

- ✓ Goal: The project goal at the local level is to improve living conditions of Roma communities in Tirana, Fier and Elbasan through improving their access to social services and benefits, enhancing their employable skills, improving their surroundings and participatory local governance. At the central level, it will actively lobby with other stakeholders for minority issues, raise awareness of the public and the media on discriminatory attitudes, references and behaviour and develop the capacity of concerned public authorities for implementing the National Roma Strategy. Hence, the project addresses the needs and priorities of the Roma community as a whole while aiming to eventually improve the contribution and condition of Roma women who are often the weakest link in such initiatives (trafficking/ prostitution, reproductive health risks, both income and time poverty, etc.).

⁵ At Risk: The social vulnerability of Roma in Albania (UNDP, 2006).

It should be noted, however, that addressing the institutional aspect of gender inequality was not considered during the design and hence, would be an important element to include during implementation as well as new relevant projects.

- ✓ Outputs: The project outputs include:
 1. Enhanced social inclusion and access of minorities to social services;
 2. Support provided for community participation to address development priorities;
 3. Capacities and employable skills developed;
 4. Community volunteer health and police mediators mobilized;
 5. Minority issues and the implement the National Roma Strategy promoted; and
 6. Advocacy on minority issues and social inclusion undertaken.

These outputs reflect the needs and priorities of Roma communities as a whole in a practical manner; however, while due care was taken to address the institutional aspect relating to minorities as well as the social and cultural contexts influencing gender inequality and conventional gender roles in Roma communities which are very hierarchical in nature, the design failed to consider the relevant institutional context.

- ✓ Activities: Activities were designed in an inclusive manner that favour the involvement of both men and women as individuals but also as formal and informal CBOs/ NGOs. that involve men and women on an equal level as practically feasible as following:

1. Enhanced social inclusion and access of minorities to social services
The main activity under this component focuses on streamlining civil registration due to its utmost important for access to social services/ benefits and inclusion. It encompasses a number of sub-tasks which will target both men and women in Roma communities (awareness raising, notary and legal services). Awareness raising will particularly target young women and expecting mothers in the community. At the institutional level, special training will be delivered to Roma NGOs (including Women NGOs) and court clerks (including women clerks where possible) on delivering legal aid to minorities, and advocacy will be undertaken with a coalition of other international organizations and donors for reforming legislation and policies that hinder Roma registration. Given the scarcity of information on Roma community dynamics and disaggregated data no gender element has been included in the advocacy for improved regulation.
2. Support provided for community participation to address development priorities
As part of this output, participatory processes will be promoted for identifying development challenges (infrastructure, child protection, education, etc.), priorities and possible solutions. Capacity development of Roma NGOs and the establishment/ strengthening of local CBOs will be supported based on the existing social structures in the community. Small grants will be made available to participating community to address the priority(ies) identified through participatory process. The participation of women representatives (as NGOs or community members) has been included as pre-requisite for the approval of these micro-initiatives. Gender-related selection criteria include:
 - Project scope and objective being identified through a participatory process between local authority and local community (including youth, women and minorities)
 - Multi-stakeholder committee (including representatives of local authority, youth, women and minorities) for follow-up and decision-making
 - Clear leadership of youth representatives such as NGOs and CBOs (including women and minorities) and value added of the proposed project
 - Gender mainstreaming approach

3. Capacities and employable skills developed
A needs assessment will be undertaken and a number of Roma participants (equal ration of men and women) will be enrolled in vocational training courses organised by the Employment Agency. Moreover, Traditional craft will be supported and women and children will receive courses in literacy and other basic skill sets. TDH through its micro-initiative scheme will offer further assistance for women and children in areas of self-employment.
4. Community volunteer health and police mediators mobilized
Health, security, and human rights (including child protection) are three areas that require special attention within the Roma and Balkan-Egyptian communities. Increased awareness on safety, security, human rights, and improved relations with the local police would also aid in their overall well-being and social integration. Accordingly, at least 30 persons (equal ration of males and females as much as practicable) will be selected by their communities to act as volunteer health and police mediators. These individuals should already have influence, respect and authority within their communities.
5. Minority issues and the implement the National Roma Strategy promoted
The project will provide technical assistance to the Ministry of Labour and Equal Opportunities and other government agencies concerned in supporting the action plan for the implementation of the National Roma Strategy. However, no specific gender criteria have been highlighted in the project design. This aspect should be included during implementation as a remedy to this oversight. The same applies to the media component (training and advocacy) of the project.
Other activities under this component include facilitating networks with local level counterparts, providing guidance on policy reform and legal development for vulnerable groups. The networks, volunteer Roma Regional Committees, will include members from local government, Roma NGOs, educators, health care specialists, and the police and media to act as an advisory committee on local policy-making. Women participation will be encouraged by the project team.
6. Advocacy on minority issues and social inclusion undertaken.
General awareness activities that would promote Roma and minorities culture in the media and among the general public will be undertaken. These would include celebrations for International Roma Day, International Volunteer Day, the annual human rights film festival or other events that would sensitize the majority population. In addition, each issue that is covered by the project (such as registration, child protection, health, and vocational training) will be associated with an advocacy activity. The gender aspect would also need to be reflected clearly during implementation. UNDP Albania is currently implementing a gender related project that would hopefully feed into the minorities project to enhance gender mainstreaming.

- Budget:
Unfortunately the budget design does not reflect the gender aspect although it would be possible to calculate the proportion used to support gender-related activities.

2. Implementation:

The project team and partners (CSOs and/or government authorities) will include representative of both sexes as much as practically possible given the specific expertise needed and the relatively

poor level of education of Roma women. This has been clearly included in the project document. However, more work should be done during implementation to raise their awareness on the gender dimension. Activities have also been designed to include both sexes as per the description above.

3. Monitoring and Evaluation:

The project will be subject to regular evaluations by the beneficiaries as well as quarterly and annual progress internal reporting. Gender balance in representation is expected as the gender aspect has been mainstreamed as an integral part of the project design. Gender related indicators (ex. number of active Roma women NGOs, Number of CBOs (male, female & mixed) established; Number of Roma (male & female) involved in deciding development projects; Number of Roma (males, females, children) who have no legal civil status; Number of unemployed (male & female) Roma; etc.) have been developed both to assess the baseline situation and the progress during implementation. The project team will be monitoring these indicators that would inform project implementation and any potential change in future orientations.

In summary, despite some minor deficiencies, gender has been well incorporated in the project cycle. They can be brought up to the attention of the project manager in order to undertake relevant remedial actions during implementation.