



REPUBLIKA E KOSOVES - REPUBLIKA KOSOVA - REPUBLIC OF KOSOVA
QEVERIA E KOSOVES - VLADA KOSOVA - GOVERNMENT OF KOSOVA
ZIRA E KRYEMINISTRIT - URED PREMIIJEGA - OFFICE OF THE PRIME MINISTER
SEKTORI I ARKIVES - SEKTOR ARHIVE - ARCHIVE SECTOR

Nr. Prot: 2729
Broj Prot: 2729
Prat. No: _____

Nr. i faqevë: _____
Broj stranicë: _____
No. pages: _____

Data: 27/12/2011
Datum: 27/12/2011
Date: _____

Prishtinë / a

Project Document

Project Title: Support to the Government Working Group on implementation of the Law on Use of Languages

Proposed Duration: 8 months

Total budget requested: 57,773.2 Euro

Geographical Location: Prishtina/Pristina

Brief Description

The project will provide expert and technical support to strengthen the capacity of the Government working group for further implementation of the Law on Use of Languages. The effective implementation of the Law on the Use of Languages will further promote human rights; contribute to minority inclusion and access to qualitative documents, reducing the ethnic distance between Albanian and Serbian and other communities.

In order to support the smooth functioning of the working group, the Project will deliver four specific results:

1. The capacity of the OPM Office of Community Affairs improved by placing an advisor (s) on Language and Coordination issues
2. One Workshop involving all relevant LWG stakeholders organized
3. A Language Use Study Tour for the Language Working Group participants Organized
4. A Public Awareness campaign organized

Approved by:

Osnat Lubrani

UNDP Resident Representative

 OIC

Date: 27/12/2011

Srdjan Popovic

Director, OPM Office of the Community Affairs



Date: 23.12.2011

I. SITUATION ANALYSIS

According to the provisional results of the census conducted in 2011, Kosovo has a population of over 1.7 million inhabitants. Over 90% of the population belongs to the Albanian majority and less than 10% belongs to national, ethnic, cultural, linguistic or religious minority groups traditionally present in Kosovo. The rights and status of these communities are recognized in the Constitution and in specific legislation. Kosovo possesses a sophisticated legal framework for the protection of linguistic rights, which obliges all public institutions and service providers to ensure the equal use and status of the two official languages, Albanian and Serbian. At the same time, languages of other communities traditionally residing in Kosovo may be granted the status of official languages or languages in official use at the municipal level in accordance to conditions prescribed by the Law on the use of languages.

The Law on the use of languages regulates the use of languages in central institutions; public enterprises; judicial proceedings; education; media; personal names; and the private sphere. As required by this law, since 2007 the government has established a Language Commission to monitor and ensure the implementation of the Law on the Use of Languages.

The recommendations of the Thessaloniki conference held from 23 to 27 May 2011 on strengthening the capacity of the Language Commission and the recommendations of the Prime Minister's Office of Community Affairs (OCA) study on language policies in Kosovo require:

Recommendation 1. The government should reform the Language Commission and provide it with adequate resources to ensure its effectiveness.

Recommendation 2. The reform of the Language Commission should take place in 2011 through a number of concrete steps proposed by the participants.

Recommendation 3. The Language Commission shall have a multi-year action plan, structured along three fundamental objectives:

In order to implement the recommendations a Language Working Groups was established in November 2011, to develop and submit for approval to the government, measures, secondary legislation, and other guidance and procedures necessary for strengthening the effectiveness, capacity and visibility of the Language Commission including

1. Develop, and submit for approval to the government, a policy paper, based on an initial draft prepared by the Legal Office of the OPM, on proposed measures for the reform of the Kosovo Language Commission.
2. Draft, and submit for approval to the government, a new administrative instruction on the composition and competencies of the Language Commission.
3. Draft, and submit for approval to the government, Rules of Procedures (complaints and investigations procedures and compliance assurance procedures) Terms of Reference to give guidance on operations (communications), and Job Descriptions to guide the professionalization and operations of the reformed Language Commission.

Domestic Legislation

As already mentioned above, the domestic legal framework incorporates the provisions of the Athisaari Plan and further defines policies for the protection and promotion of non-majority communities within the Plan's framework. The Constitution guarantees members of all communities, regardless of their ethnic background and total proportion, the right to "express, maintain and develop their culture and preserve" their language individually or in community.

Partnership Strategy

This project will work closely with the representatives of the OPM's Legal Office, OCA, Language Commission, MPA, MLGA, MEST, MCR, and Consultative Council for Communities (CCC) including other relevant stakeholders such as ICO, OSCE, ECLC, ECMI, US Embassy, Swiss Embassy and Norwegian Embassy

II. PROJECT OBJECTIVE

The project will provide expert and technical support to strengthen the capacity of the Government working group for further implementation of the Law on Use of Languages. The Project thus aims to produce four specific results:

1. Capacity of the OPM Office of the Community Affairs improved by pleasing an advisor (s) on the Language and Coordination issues
2. One Workshop involving all relevant LWG stakeholders organized
3. Language Use Study Tour for the Language Working Group participants organized
4. Public Awareness campaign organized about ongoing and further activities of the LWG

III. RESULTS AND RESOURCES FRAMEWORK

<p>Intended Outcome as stated in the KPAP: By 2015, vulnerable women and men (returnees, IDPs, minority groups, PWDs, youth) have more economic and livelihood opportunities, and benefit from better public and social services.</p>			
<p>Outcome Indicators as stated in the KPAP: % of vulnerable women and men that do not have access to public services (2011:20%, 2015:15%, MoV: Kosovo Mosaic) % of youth that are unemployed (2011:70%, 2015:65%, MoV: Labour Force Survey) % of women and men from Roma, Ashkali and Egyptian communities that are unemployed (2011:80%, 2015:75%, MoV: MLSW Annual Report)</p>			
<p>Partnership Strategy: This project will work closely with the representatives of the OPM's Legal Office, OCA, Language Commission, MPA, MLGA, MEST, MCR, Consultative Council for Communities (CCC) including other relevant stakeholders such as ICO, OSCE, ECLO, ECMI, US Embassy, Swiss Embassy and Norwegian Embassy</p>			
<p>Project title: : Support to the Government Working Group work on implementation of the Law Use of Languages</p>			
INTENDED OUTPUT	TARGETS	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES
<p>Output OPM Office of the Community Affairs' capacity strengthened to coordinate and implement Language Working Group/Commission process</p> <p><u>Baseline 1:</u> - Capacities of the OPM Office of the Community Affairs need to be strengthened (Language Policies in Kosovo OPM Office of the Community Affairs 2011)</p>	<p>Output Targets: -Language Advisor placed within the OPM Office of the Community Affairs</p>	<p>Activity 1: Language Advisor placed in the OPM to developed capacities of the OPM Office of the Community Affairs.</p> <p>Actions: 1.1 Provide advices and coaching to OPM Office of the Community Affairs staff on Language policy implementation 1.2.Facilitate the sharing of lessons learnt and best practices among LWG stakeholders</p>	<p>UNDP OPM Office of the Community Affairs</p>
			<p>INPUTS</p> <p>Funds provided by OPM Office of the Community Affairs and UNDP Consultancy Contractual services Venue/Hospitality Travel Supplies Total budget:</p>

<p><u>Indicators1:</u> - Number of OPM Office of the Community Affairs members coached with their capacities increased</p> <p><u>Baseline2:</u> - Technical capacities of the OPM Office of the Community Affairs to impalement LWG activities need to be strengthened (Language Policies in Kosovo OPM Office of the Community Affairs 2011)</p>	<p><u>Indicator targets 1:</u> Three IPM staff coached</p>	<p>Activity 2: One Workshop involving all relevant LWG stakeholders organized Actions: 2.1 LWG Workshop agenda preparation including all stakeholders lead by OPM Office of the Community Affairs 2.2 LWG Workshop conducted within first 2012 quarter</p>	<p>UNDP OPM Office of the Community Affairs</p>	<p>Funds provided by OPM Office of the Community Affairs and UNDP Consultancy Contractual services Venue/Hospitality Travel Supplies Total budget:</p>
<p><u>Indicators 2:</u> - Number of events, workshops supporting LWG work organized</p>	<p><u>Indicator targets 2:</u> -One LWG workshops organized -LWG Study Tour organized Seven Public Awareness campaign organized</p>	<p>Activity 3: Language Use Study Tour in Brussels for the Language Working Group participants organized Actions: 3.1 Language Use Study Tour for the Language Working Group participants agenda preparation including LWG stakeholders 3.2 Language Use Study Tour for the Language Working Group participants conducted</p>	<p>UNDP OPM Office of the Community Affairs</p>	<p>Funds provided by OPM Office of the Community Affairs and UNDP Consultancy Contractual services Venue/Hospitality Travel Supplies Total budget:</p>
		<p>Activity 4: Public Awareness campaign organized Actions: 4.1 Five round tables organized within Minority regions</p>	<p>UNDP OPM Office of the Community Affairs</p>	<p>Funds provided by OPM Office of the Community Affairs and UNDP</p>

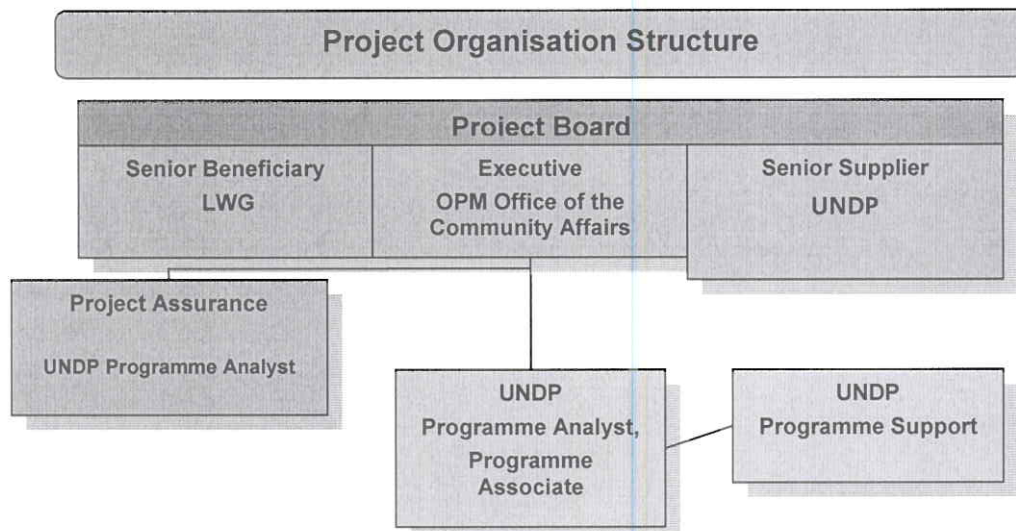
		<p>4.2 Annual Conference for media on how to prioritize language use issues in the media (once for the project duration)</p> <p>4.3 Award for media figures for persons who portray Language examples in the media most positively (once for the project duration)</p> <p>4.4 Produce videos/short documentaries on the successful examples deriving from LWG recommendations and follow up</p>		<p>Consultancy Contractual services Venue/Hospitality Travel Supplies Total budget:</p>
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IV. MANAGEMENT ARRANGEMENTS

The Project Steering Committee

Project will be directly executed by UNDP starting in December 2011. The main decision body under the Project will be the Project Steering Committee (PSC), which will provide strategic guidance and oversight, and have decision making authority on key projects issues.

The day-to-day management will be the responsibility of the UNDP Programme Unit. The PSC shall comprise of five members: OPM Office of the Community Affairs, UNDP, ICO, OSCE and US Embassy.



A **The Project Steering Committee** is the group responsible for making consensus-based decisions for a project when guidance is required, including approval of project revisions. The Group's key roles will be as follows:

- (a) Executive role representing the project ownership to chair the group. The role will be performed by the OPM Office of the Community Affairs Director or his designate, which shall be the decisive power if the opinions of senior supplier and senior beneficiary do not reach compromise.
- (b) Senior Supplier role to provide guidance regarding the technical feasibility of the project. This role will be conducted by UNDP.
- (c) Senior Beneficiary role to ensure the realization of project benefits from the perspective of project beneficiaries. It will be held by LWG
- (d) The Project Assurance role will support the Project Board by carrying out objective and independent project oversight and monitoring functions. During the running of the project, this role will ensure that the appropriate project management milestones are managed and completed, and will be performed by UNDP Programme Analyst

The PSC approves all major plans and authorises any deviation from agreed plans beyond stage tolerances. It is the authority that signs off the completion of each stage as well as authorises the start of the next stage of project implementation. It ensures that required resources are committed and arbitrates on any conflicts within the Project or negotiates a solution to any problems between the Project and external bodies.

The PSC is ultimately responsible for assurance that the Project remains on course to deliver the desired outcome of the required quality to meet the Project's objectives defined in the Project.

4.2 Project Team

The day-to-day management will be the responsibility of the UNDP Programme Unit.

4.3 Change management

Designated Programme Analyst shall log each project issue and analyse the impact of the issue on the Project.

For an off-specification (e.g. errors or omissions), if this is within the tolerances set by the PSC, the Programme Analyst shall try to solve the problem (this may mean changes to the plan(s) to include extra activities). If not, the Programme Analyst shall bring the matter to the attention of the PSC.

4.4 Quality Assurance

The UNDP-Kosovo office Programme Analyst, will provide specialist quality assurance, mostly of technical nature.

The Project Board (PSC) will receive advice from project assurance, which will raise any issues that may not have been addressed and advice on quality issues. Project assurance will also highlight areas of concern to the Project Management Unit. Additional Quality assurance will be provided through monitoring reports.

Risks and assumptions

A key assumption is that further political developments and political statements in Kosovo will not affect the core principles of the current policy and legal framework guiding the Minority sector.

The mechanism introduced provides a flexible structure to ensure proper implementation of the activities at local level.

5.2 Sustainability

The Project has been designed to generate enhanced impact on sustainability of the Use of Language as well as LWG further recommendation follow up.

6. Budget

6.Budget	Total # of units	Unit Costs	Total in Euros UNDP	Total in Euros OPM
OPM Office of the Community Affairs and UNDP				
1. Human Resources				
UNDP Programme Unit	8	-	-	
<i>Subtotal Human Resources</i>				
2. Travel				
DSA				
<i>Subtotal travel</i>				
3. Equipment and supplies				
Office equipment				
<i>Subtotal Equipment and supplies</i>				
4. Local office				
Office expenditures				
Fuel				
<i>Subtotal local office</i>				
1.Capacity of the OPM Office of the Community Affairs improved by pleasing an advisor (s) on the Language and Coordination issues	6	2,000	12,000	
2.One Workshop involving all relevant LWG stakeholders organized	1	15,000		15,000
3.Language Use Study Tour for the Language Working Group participants organized	10	2,000		20,000
4.Public Awareness campaign organized about ongoing and further activities of the LWG	6			9,000
<i>Subtotal</i>			12,000	44,000
Communication 1%				440
SUB-TOTAL				44,440
Administrative costs (3%)				1,333.2
TOTAL			12,000	45,773

UNDP-12,000

OPM Office of the Community Affair -45,773.2