

Project Fiche: No. 15

Strengthening European Integration (SEI)

1. Basic information

- 1.1 CRIS Number:** 2010/022-028
- 1.2 Title:** Strengthening European Integration (SEI)
- 1.3 ELARG Statistical code:** 04 – 40 Supporting Programmes
- 1.4 Location:** Western Balkans: Albania, Bosnia and Herzegovina, Croatia, the former Yugoslav Republic of Macedonia, Montenegro, Serbia as well as Kosovo under UNSCR 1244/99

Turkey

Implementing arrangements:

- 1.5 Contracting Authority (EU):** European Union represented by the European Commission on behalf of the Beneficiaries.
- 1.6 Implementing Agency:** Not applicable
- 1.7 Beneficiary:** Western Balkans: Albania, Bosnia and Herzegovina, Croatia, the former Yugoslav Republic of Macedonia, Montenegro, Serbia as well as Kosovo under UNSCR 1244/99

Turkey

Financing:

- 1.8 Overall cost (VAT excluded)¹:** EUR 3 000 000
- 1.9 EU contribution:** EUR 3 000 000
- 1.10 Final date for contracting:** 30 November 2011
- 1.11 Final date for execution of contracts:** 30 November 2013
- 1.12 Final date for disbursements:** 30 November 2014

¹ The total cost of the project should be net of VAT and/or other taxes. Should this not be the case, the amount of VAT and the reasons why it should be considered eligible should be clearly indicated.

2. Overall Objective and Project Purpose

2.1 Overall Objective

To ensure effective programming and project development as well as implementation of the Multi-beneficiary Programme under the IPA thus contributing to the overall progress of the accession process and increasing the effectiveness and impact of accession oriented projects financed through IPA.

2.2 Project purpose

To strengthen the ability of the beneficiaries to effectively design and develop programmes and projects to be submitted for financing under IPA Multi-beneficiary Programmes as well as to enable the implementation of a number of accession-related actions of various public/private actors in order to meet specific and urgent needs in the beneficiaries. Furthermore, to support the beneficiaries' participation in activities for the exchange of information, networking, participation in workshops, conferences, study visits and similar activities and to assist in smaller-scale projects supporting European Integration.

2.3 Link with AP/NPAA / EP/ SAA²

Not applicable

2.4 Link with MIPD

This project supports all priority areas of the IPA Multi-beneficiary MIPDs and will facilitate the preparation of various types of projects to be financed under the IPA Multi-beneficiary Programme.

3. Description of project

3.1 Background and justification

3.1.1 Project Preparation Facility (PPF)

The main objective of the IPA is to help the beneficiaries face the challenges of European integration, implement the reforms needed to fulfil EU requirements and make progress in the Stabilisation and Association Process. The Multi-beneficiary programme is designed to respond to Multi-beneficiary priority needs as indicated in the IPA Multi-beneficiary MIPDs, taking into account activities implemented under the National Programmes, the guidance provided in EU strategic documents, the lessons learned from the programming and implementation of previous EU assistance and the findings from consultations with, inter alia, the Beneficiaries, International Financial Institutions, the Regional Cooperation Council, EU Member States, civil society organisations and European Commission services.

² AP = Accession Partnership; NPAA = National Programme for the Adoption of the Acquis (for Candidate Countries), National Action Plan (for Potential Candidates); EP= European Partnership; SAA = Stabilisation and Association Agreement

The European Commission is responsible for the programming, contracting and implementation of the Multi-beneficiary Programme under IPA on behalf of the Beneficiaries, but involves the beneficiaries and other stakeholders at an early stage in the programming to ensure ownership of and involvement in the projects.

In order to improve the quality and speed up the programming and implementation of the Multi-beneficiary Programme it has been decided to create a Project Preparation Facility.

3.1.2 Unallocated Institution Building Envelope

Fulfilling EU requirements and making progress in the Stabilisation and Association Process require an increasing number of qualified experts, competent civil servants and necessitate expertise and EU knowledge in the judicial, economic and political matters. Concrete administrative structures and management systems should be established or strengthened which satisfy the requirements of the *acquis communautaire* in a number of areas.

The approximation of legislation to that of EU require developing the current institutional and legal structures besides some investment. Implementing bodies may lack the necessary expertise, knowledge and experience to carry out these tasks.

It is essential to create an envelope for unspecified institution building needs (e.g. training, technical assistance etc) for priorities identified in the AP, NPAA or Regular Reports. This envelope will cover a series of demand-driven requests such as short-term advisory assistance, study visits to EU Member States, attendance to accession related conferences and meetings/workshops by the administrations of the beneficiaries.

The eligible applicants for this component are the line ministries and public institutions/agencies and staff in the beneficiaries directly involved in the EU accession process.

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

The impact of the SEI Project is significant. Effective delivery of the project results in:

- More effective implementation of the relevant programmes and projects – better designed projects produce better results and are also less likely to require subsequent addenda and contractual revision;
- Faster completion of tendering procedures – properly prepared documentation can be approved faster and will require less corrigenda once launched;
- Higher quality responses from organisations and companies submitting bids – tender documentation which is clear, logical and learns from experience elsewhere in the EU will ensure that submitted offers provide what is required by the Contracting Authority;
- Increased disbursement of available funds;
- Improved effectiveness of projects.

Sustainability is ensured through demonstrating how good project design leads to good project implementation. This will encourage all stakeholders to attach greater priority to the programming and project design phases and should improve the ownership.

3.3 Results and measurable indicators

Results

1. Strategic plans are designed in different sector areas;
2. Stakeholder consultations organised, project fiches are drafted well;
3. Tender documents, terms of reference and technical specifications drafted;
4. Project preparatory and start-up actions implemented.

Measurable Indicators

1. Quality and quantity of strategic plans;
2. Quality of project fiches and quality and quantity of stakeholder consultations;
3. Quality and quantity of tender documents, terms of reference and technical specifications;
4. Number of preparatory and start-up actions implemented.

3.4 Activities:

1. Support in designing effective strategic plans in different sector areas.
2. Support in planning and programming the IPA-funded projects by for example assisting in stakeholder consultations, advice on drafting Project Fiches and their annexes.
3. Provide expert assistance in drafting the tender documents and/or terms of reference and technical specifications for the implementation of IPA funded projects.
4. Project preparatory and start-up actions.
5. Provide short-term technical assistance including training, study-visits, management, organizational and other expert advice - to support the beneficiaries' institutions in developing/upgrading necessary technical know-how and management skills in project preparation and implementation.
6. Participation in acquis related meetings, workshops, study visits
7. Training on acquis related issues (developing human resources of relevant bodies for the adoption and implementation of the EU acquis communautaire)

3.5 Conditionality and sequencing:

Not applicable.

3.6 Linked activities

The SEI Project is linked to the IPA Monitoring Programme which is designed to enhance the relevance, effectiveness, efficiency, impact and sustainability of the assistance to the Western Balkans and Turkey and to provide the Commission with regular analytical assessments on implementation of projects and programmes which is used during the implementation phase of projects as well as in the design of new projects.

It is also linked to the IPA Audit and Evaluation Programme where *audits* provide the Commission with assurance as to the legality and regularity of the assistance and *evaluation* provides the Commission with judgement of interventions according to their results, impacts and needs they aim to satisfy and contributes to the design of interventions, improve the quality and report on the achievements of the interventions, both of which the results are used in future programming.

3.7 Lessons learned

This is the first time a project on Strengthening European Integration is programmed for the Multi-beneficiary Programme so there are no lessons learned from previous similar projects. However, National programmes have both under the CARDS and IPA programmes included similar projects which have proven to be an excellent tool for supporting the programming process and the implementation of accession-related actions.

4. Indicative Budget (amounts in EUR)

			SOURCES OF FUNDING									
			TOTAL EXP.RE	EU CONTRIBUTION		NATIONAL CONTRIBUTION					PRIVATE CONTRIBUTION GRANT BENEFICIARY	
ACTIVITIES	IB	INV	EUR (a)=(b)+(c)+(d)	EUR (b)	%(1)	Total EUR (c)=(x)+(y)+(z)	% (1)	Central EUR (x)	Regional/ Local EUR (y)	IFIs EUR (z)	EUR (d)	% (1)
PPF	x		1 000 000	1 000 000	100	/	/	/	/	/	/	/
IBE	x		2 000 000	2 000 000	100							
TOTAL IB			3 000 000	3 000 000	100	/	/	/	/	/	/	/
TOTAL INV			/	/	/	/	/	/	/	/	/	/
TOTAL PROJECT			3 000 000	3 000 000	100							

Amounts net of VAT

(1) Expressed in % of the **Total** Expenditure (column (a))

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

Contracts	Request for services and/or restricted tenders	Signature of contracts	Project Completion
5-12 Service contracts	Q2 2010-Q2 2011	Q2 2010-Q3 2011	Q4 2012

Due to the nature of this project, for the time being it is not possible to foresee the precise timing of requests for services, tendering and contracting.

6. Cross cutting issues

6.1 Equal Opportunity

Equal opportunities and non-discrimination principles will be respected as regarding gender as well as minorities at the programming and implementation stage. Based on the fundamental principles of promoting equality and combating discrimination, participation in the project will be guaranteed on the basis of equal access regardless of sex, racial or ethnic origin, religion or belief, disability, age or sexual orientation.

ANNEXES

- I- Logical framework matrix in standard format
- II- Amounts (in EUR) contracted and disbursed per quarter over the full duration of project
- III- Details per EU funded contract

ANNEX I: Logical framework matrix in standard format

LOGFRAME PLANNING MATRIX FOR Project Fiche	Programme name and number: Project Preparation Facility	2010/022-028
	Contracting period expires: 30 November 2011	Disbursement period expires: 30 November 2014
	Total budget: EUR 3 000 000	IPA budget EUR 3 000 000

Overall objective	Objectively verifiable indicators	Sources of Verification	
To ensure effective programming and project development as well as implementation of the Multi-beneficiary Programme under the IPA, thus contributing to the overall progress of the accession process and increasing the effectiveness and impact of accession oriented projects.			
Project purpose	Objectively verifiable indicators	Sources of Verification	Assumptions
To strengthen the ability of the beneficiaries to effectively design and develop programmes and projects to be submitted for financing under IPA Multi-beneficiary Programmes as well as to enable the implementation of a number of accession-related actions of various public/private actors in order to meet specific and urgent needs in the beneficiaries. Furthermore, to support the beneficiaries' participation in activities for the exchange of information, networking, participation in workshops, conferences, study visits and similar activities and to assist in smaller-scale projects supporting European Integration			

Results	Objectively verifiable indicators	Sources of Verification	Assumptions
<ol style="list-style-type: none"> 1. Strategic plans are designed in different sector areas; 2. Stakeholder consultations organised, project fiches are drafted well; 3. Tender documents, terms of reference and technical specifications drafted; 4. Project preparatory and start-up actions implemented. 	<ol style="list-style-type: none"> 1. Quality and quantity of strategic plans; 2. Quality of project fiches and quality and quantity of stakeholder consultations; 3. Quality and quantity of tender documents, terms of reference and technical specifications; 4. Number of preparatory and start-up actions implemented. 	<ol style="list-style-type: none"> 1. Strategic plans 2. Project fiches, minutes from stakeholder consultations 3. Tender documents, terms of reference and technical specifications; 4. Results from preparatory and start up actions 	

Activities	Means	Costs	Assumptions
<ol style="list-style-type: none"> 1. Support in designing effective strategic plans in different sector areas. 2. Support in planning and programming the IPA-funded projects by for example assisting in stakeholder consultations, advise on drafting Project Fiches and their annexes. 3. Provide expert assistance in drafting the tender documents and/or terms of reference and technical specifications for the implementation of IPA funded projects. 4. Project preparatory and start-up actions. 	<p>Specific contracts under Framework contracts and/or service contracts</p>	<p>EUR 3 000 000</p>	

ANNEX II: Amounts (in EUR) contracted and disbursed per quarter over the full duration of project

Contracted	Q2 2010	Q3 2010	Q4 2010	Q1 2011	Q2 2011	Q3 2011	Q4 2011	Q1 2012	Q2 2012	Q3 2012	Q4 2012
Service Contracts	300 000	300 000	300 000	600 000	600 000	900 000					
Cumulated	300 000	600 000	900 000	1 500 000	2 100 000	3 000 000	3 000 000	3 000 000	3 000 000	3 000 000	3 000 000
Disbursed	Q2 2010	Q3 2010	Q4 2010	Q1 2011	Q2 2011	Q3 2011	Q4 2011	Q1 2012	Q2 2012	Q3 2012	Q4 2012
Service Contracts	150 000	150 000	300 000	600 000	600 000	600 000	300 000	300 000			
Cumulated	150 000	300 000	600 000	1 200 000	1 800 000	2 400 000	2 700 000	3 000 000	3 000 000	3 000 000	3 000 000

Due to the nature of the Facility for Project Preparation and Reinforcement of Administrative Capacity for the time being it is not possible to foresee the precise timing of contracting and disbursements, and the number and value of contracts.

ANNEX III: Details per EU funded contract

All contracts will be service contracts either coming from a restricted tender procedure or through framework contracts depending on the amount.