

**2013 Annual Programme**  
**EU Programmes: 12 – 2013 / 04**

**1 IDENTIFICATION**

<b>Project Title</b>	<b>EU Programmes</b>
<b>CRIS Decision number</b>	2013/ 024-216
<b>Project no.</b>	12
<b>MIPD Sector Code</b>	9. Support and other activities
<b>ELARG Statistical code</b>	04.65
<b>DAC Sector code</b>	43010
<b>Total cost (VAT excluded)<sup>1</sup></b>	€0.55 million
<b>EU contribution</b>	€0.5 million
<b>Management mode</b>	Centralised.
<b>EU Delegation in charge</b>	European Union Office in Kosovo*
<b>Implementation management</b>	European Union Office in Kosovo
<b>Implementing modality</b>	Contribution Agreements with the Beneficiary to reimburse the entry ticket to the participation to EU Programmes
<b>Project implementation type</b>	C01
<b>Zone benefiting from the action(s)</b>	Kosovo

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

\* This designation is without prejudice to positions on status, and is in line with UNSCR 1244 and the ICJ Opinion on the Kosovo declaration of independence.

## 2 RATIONALE

### 2.1 PROJECT CONTEXT: ISSUES TO BE TACKLED AND NEEDS ADDRESSED

With the prospect of enlargement of the European Union, in order to better prepare potential candidates and candidate countries for adoption of *acquis communautaire* and for accession in the Union, the European Commission had proposed in 1997 the progressive opening-up to the candidate countries of a broad range of EU programmes. Encompassing most Community policies, these programmes are a major pre-accession instrument that familiarises potential candidates and candidate countries and their citizens with the European Union policies and working methods.

The EU agreed in the Thessaloniki Agenda to open participation in EU Programmes to the Western Balkan countries, following the approach used in the past for countries previously involved in the accession process. The Commission proposed concrete steps in its Communication of 3 December 2003<sup>2</sup>, underlining the need for a selective and gradual approach.

Further to the Thessaloniki Agenda for the Western Balkans and in line with its Communication “Preparing for the participation of the Western Balkan countries in EU programmes and agencies”, the Commission negotiated respective Framework Agreements with the beneficiaries. Consequently, EU funds may be used to prepare for participation and to co-finance the costs.

The beneficiary currently aims to participate in the following EU Programmes:

- 7-th Research Framework Programme (and its successor programme Innovative Europe)
- Culture (and its successor programme Creative Europe)
- Europe for Citizens (and its successor programme Europe for Citizens)

The participation of the beneficiary in EU Programmes follows specific terms and conditions set out for each such programme in a so called Memorandum of Understanding (MoU). The beneficiary aims at participating in the future also to the programmes foreseen to replace the above mentioned EU programmes under the next multiannual financial framework (2014/2020).

### 2.2 LINK WITH MIPD AND SECTOR STRATEGIES

The MIPD 2011-2013 foresees that IPA will finance the participation in Union Programmes to which Kosovo becomes eligible.

### 2.3 LINK WITH ACCESSION PARTNERSHIP (AP) / EUROPEAN PARTNERSHIP (EP) / STABILISATION AND ASSOCIATION AGREEMENT (SAA) / ANNUAL PROGRESS REPORT

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<sup>2</sup> Communication of the Commission “Preparing for the participation of the Western Balkan countries in EU programmes and agencies”

[COM (2003) 748 of 3.12.03] – accessible on the internet at: [http://europa.eu.int/comm/external\\_relations/see/docs/com03\\_748\\_en.pdf](http://europa.eu.int/comm/external_relations/see/docs/com03_748_en.pdf)

The European Partnership underlines the importance to promote and to strengthen the regional cooperation in the research and technological, in education and training system field, in order to ensure successful participation in the EU Programmes.

## **2.4 PROBLEM ANALYSIS**

The 2011 Progress Report on Kosovo identifies the challenges Kosovo needs to address and the measures the EU can take to help Kosovo advance along the path of its European perspective. In order to strengthen its capacities towards its European perspective, Kosovo needs to become familiar with the programmes implementing the EU as all the other countries involved in the enlargement process. In particular there is a need to transfer the know-how and good practices, especially in those areas of the *acquis* that serve as key reference points for its reform process, as well as to prepare both Kosovo's institutions and citizens to familiarise themselves with the European Union's policies and working methods.

## **2.5 LINKED ACTIVITIES AND DONOR COORDINATION**

Not applicable.

## **2.6 LESSONS LEARNED**

The beneficiary currently has limited familiarity with participating in EU Programmes. Experience from the enlargement context, shows that successful participation in EU Programmes requires a high degree of ownership and initiative by the beneficiary. Active involvement by the beneficiary in gathering the necessary information on programmes, procedures and working methods as well as in establishing networks and structures and informing the public are essential in order to reap the benefits of participation in programmes and agencies. Against this background it is thus very important, that the beneficiary continue to develop a good sense and plan of the overall activities to be followed. As the participation of Kosovo in EU programmes is also a test for the seriousness of its EU integration efforts / ambitions in general, Kosovo institutions willing to manage the programmes should show maximum dedication and determination to implement their activities to the full satisfaction of the EU.

## **3 DESCRIPTION**

### **3.1 OVERALL OBJECTIVE OF THE PROJECT**

The overall objective of Kosovo's participation in EU programmes is to support Kosovo's efforts towards European integration by facilitating transfer of know-how and good practices, particularly in those areas of the *acquis* that serve as key reference points for its reform process, and to help Kosovo and its citizens to familiarise themselves with the European Union's policies and working methods.

### **3.2 SPECIFIC OBJECTIVE(S) OF THE PROJECT**

The purpose of the project is (1) to co-finance the costs of the "entry-tickets" which the beneficiary has to pay for the participation in the EU Programmes, and (2) to strengthen the capacity of the relevant administrative bodies to ensure proper participation of the beneficiary in EU Programmes.

### **3.3 RESULTS**

#### ***Expected Results***

The project implementation shall generate the following results:

- The beneficiary participates in the selected Programmes as listed above.
- Appropriate participation in the EU Programmes fully in line with the provisions outlined in the respective MoUs.

#### ***Measurable Indicators***

The measurable indicators include:

- Number of persons participating in EU Programmes;
- Number of persons participating in EU Programmes relative to the respective costs (and relative to entry ticket);
- Number of projects;
- Number of projects relative to the respective costs (and relative to entry ticket);
- Comparison of these indicators with past experience and other beneficiaries.

Qualitative assessment of the beneficiary's participation in EU Programmes will be done through the evaluation reports provided by the respective line DGs responsible for the management of a specific programme.

### **3.4 MAIN ACTIVITIES**

The aim is to co-finance the participation of the beneficiary in, inter alia, the selected EU Programmes in 2012 and, depending on the availability of funds, in subsequent years:<sup>3</sup>

According to the relevant programme's rules, the Commission will conclude a Memorandum of Understanding with the beneficiary wishing to take part in the programme. The Memorandum of Understanding lay down the rules governing participation, in particular the administrative capacities required, the planned financial contribution, the mechanism for taking part in the management of the programme and the financial control provisions. The exact financial allocation to be paid by the beneficiary for participating in EU Programmes and Agencies are determined in the relevant MoU signed between the beneficiary and the respective line DG. The EU's contribution to the entry ticket will be negotiated between the beneficiary and respective line DG, normally before the MoU is signed.

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<sup>3</sup> Where appropriate and depending on the availability of funds the participation in EU Programmes other than those mentioned in the list may be supported.

The participation of the beneficiary in EU Programmes shall follow the specific terms and conditions set out for each such programme in the MoU.

### **3.5 ASSESSMENT OF PROJECT IMPACT, CATALYTIC EFFECT AND CROSS BORDER IMPACT (WHERE APPLICABLE)**

The impact of the project will be manifold, reflecting the diversity of the listed EU Programmes in which the beneficiary intends to participate. The aim and supported activities of each programme can be found on the European Union's internet homepage.

On the one hand is expected that participation in EU Programmes will support Kosovo's efforts towards faster integration and cohesion by facilitating transfer of know how and good practice, in particularly in those areas which are key reference points for the reform process. On the other hand the projects implemented will enhance public awareness and information on the EU. It will allow citizens, companies and public administration of Kosovo to join in co-operation and exchange networks in very different areas covered by those EU Programmes and thus benefit from experiences of other partners.

These programmes can help to spread more “European feeling” among ordinary Kosovo citizens; they can be suitable also to bring in Kosovo’s assets and thus improve Kosovo’s image in the EU. Clearly, the expected impact of participating in EU Programmes as outlined above, will most likely generate a series of positive catalytic effects. For instance, enlarged personal or institutional networks also enlarge the scope for follow-up activities and offers access to an increased information market. In cases of transfer of know-how and best practices, especially in more innovative areas, we may expect positive spill over effects thus multiplying the value added of the initial output.

### **3.6 SUSTAINABILITY**

Not applicable.

### **3.7 ASSUMPTIONS AND PRE-CONDITIONS<sup>4</sup>**

The main conditionality is the fulfilment of the Memorandum of Understanding on participation in selected EU Programmes between the European Commission and the government of Kosovo.

The responsible line ministries must ensure co-financing for the entry ticket. In addition, potential applicants should provide co-financing of projects within a specific EU Programme.

## **4 IMPLEMENTATION ISSUES**

**The contracting arrangements** are as follows:

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<sup>4</sup> Assumptions are external factors that have the potential to influence (or even determine) the success of a project but lie outside the control of the implementation managers. Such factors are sometimes referred to as risks or assumptions but the Commission requires that all risks shall be expressed as assumptions. Pre-conditions are requirements that must be met before the sector support can start.

Following the signature of the MoU and following a request by the beneficiary, the Commission signs contribution agreements with the beneficiary over the co-financing amount.

Main activities are the following:

- Ministry of European Integration and respective ministries to be prepared for Kosovo involvement in EU Programmes;
- Participation in EU Programmes advertised to target groups
- Possible contribution made towards Kosovo participation in selected Programmes through grant agreements with the beneficiary
- Training and study visits

#### 4.1 INDICATIVE BUDGET (AMOUNTS IN EUR)

			TOTAL EXP.	SOURCES OF FUNDING								
				IPA EU CONTRIBUTION		BENEFICIARY CONTRIBUTION					PRIVATE CONTRIBUTION	
ACTIVITIES	IB (1)	INV (1)	EUR (a)=(b)+(c)+(d)	EUR (b)	% (2)	Total EUR (c)=(x)+(y)+(z)	% (2)	Central EUR (x)	Regional/ local EUR (y)	IFIs EUR (z)	EUR (d)	% (2)
Activity : Entry Ticket for selected EU programmes					100							
FP7 (2013) and/or its successor (2014/2020)	X		468.750	468.750	100							
Europe for Citizens (2013) and/or its successor (2014/2020)	X		11.719	11.719	100							
Culture (2013) and/or its successor (2014/2020)	X		19.531	19.531	100							
Co-financing	X		50,000			50.000						
TOTAL IB			550.000	500.000	90	50.000	10					
TOTAL INV												
<b>TOTAL PROJECT</b>			<b>500.000</b>	<b>500.000</b>	<b>90</b>	<b>50.000</b>	<b>10</b>					

NOTE: DO NOT MIX IB AND INV IN THE SAME ACTIVITY ROW. USE SEPARATE ROW

Amounts net of VAT

(1) In the Activity row, use "X" to identify whether IB or INV

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

## 4.2 INDICATIVE IMPLEMENTATION SCHEDULE (PERIODS BROKEN DOWN BY QUARTER)

Contracts	Start of Tendering	Signature of contract	Project Completion
Activity 1: Entry Tickets	4th Quarter 2013	3 <sup>rd</sup> Quarter 2014	2nd Quarter 2015

## 4.3 CROSS CUTTING ISSUES

### 4.3.1 *Equal Opportunities and non discrimination*

The beneficiary has to ensure that selection of and selection criteria for participants to EU Programmes are based on the principle of equal treatment and non-discrimination for grounds as outlined in the European Charta of Fundamental Rights.

### 4.3.2 *Environment and climate change*

The European Community has a longstanding commitment to address environmental concerns in its assistance programmes (as part of a wider commitment to sustainable development). Key references include art. 6 of the Treaty and also the Cardiff process, which foresees the systematic consideration of environmental aspects in EC development cooperation and in other policies.

Disaster resilience and risk prevention and management should be integrated in the planning, preparation and implementation of projects.

### 4.3.3 *Minorities and vulnerable groups*

As regards minorities, the beneficiary has to ensure that selection of and selection criteria for participants to EU Programmes are based on the principle non-discrimination of minorities and vulnerable groups.

### 4.3.4 *Civil Society/Stakeholders involvement*

Civil Society /Stakeholders involvement will be taken into consideration in all aspects of EU-funded activities, particularly in relation to public services, legislative matters and socio-economic support programmes in order to support civil society organisations to strengthen their capacities and professionalism.

## ANNEXES:

### 1: Logical framework matrix in standard format

LOGFRAME PLANNING MATRIX FOR Project Fiche		Project title and number		EU Programmes: 12 – 2013 / 04	
		Contracting period expires three years after signing the financing agreement		Execution period expires two years following the final date for contracting	
		Total budget	€0.55 million		
		IPA budget:	€0.5 million		
<b>Overall objective</b>	<b>Objectively verifiable indicators (OVI)</b>	<b>Sources of Verification</b>			
The overall objective of the project is to support the beneficiary to participate in EU Programmes	Not applicable	Not applicable			
<b>Specific objective</b>	<b>Objectively verifiable indicators (OVI)</b>	<b>Sources of Verification</b>		<b>Assumptions</b>	
The purpose of the project is (1) to co-finance the costs of the "entry-tickets" which the beneficiary has to pay for the participation in EU Programmes, and (2) to strengthen the capacity of the relevant administrative bodies to ensure proper participation of the beneficiary in EU Programmes.	Payments to the beneficiary in order to co-finance the various entry tickets	CRIS		None	

<b>Results</b>	<b>Objectively verifiable indicators (OVI)</b>	<b>Sources of Verification</b>	<b>Assumptions</b>
<ul style="list-style-type: none"> <li>• The beneficiary participates in the EU Programmes as outlined in the Project Fiche.</li> <li>• To achieve appropriate participation in the EU Programmes in line with the provisions outlined in the respective MoUs.</li> </ul>	<ul style="list-style-type: none"> <li>• Number of persons participating in EU Programmes;</li> <li>• Number of persons participating in EU Programmes relative to the respective costs (and relative to entry ticket);</li> <li>• Number of projects;</li> <li>• Number of projects relative to the respective costs (and relative to entry ticket);</li> <li>• Comparison of these indicators with past experience and other beneficiaries.</li> </ul>	Evaluation reports provided by the respective line DGs responsible for the management of a specific programme.	None
<b>Activities to achieve results</b>	<b>Means / contracts</b>	<b>Costs</b>	<b>Assumptions</b>
<p>To co-finance the participation of the beneficiary in the selected EU Programmes:</p> <p><b>TOTAL(“entry tickets”)</b></p>	Contribution agreements with the beneficiary	<b>€ 0.5 million IPA, € 0.05 million of co-financing</b>	The respective MoUs are respected and the beneficiary is paying the entry ticket.

## **2. Description of Institutional Framework**

Not applicable.

## **3. Reference list of relevant laws and regulations only where relevant**

Not applicable.

## **4. Details per EU funded contract(\*) where applicable**

Ministry of European Integration and other relevant ministries will be prepared for Kosovo involvement in EU Programmes. This includes enhancement of the capacities of MEI to coordinate, prioritise a plan the further involvement in EU Programmes and improvement of capacities of experts of MEI and of other ministries on EU Programmes

Participation in EU Programmes advertised to target groups including improvement of capacities of MEI and of other relevant ministries for dissemination of information on EU Programme as well enhancement of the capacities of the potential beneficiaries to apply within EU Programmes.

Ensure training for companies, education institutions, non-governmental organisations, citizens, public administration and other potential applicants to strengthen the capacity to develop and implement projects in various areas

Development of communication materials

All these interventions could be accompanied with training and study visits.

## **5. Project visibility activities**

The European Union Office in Kosovo has developed clear visibility guidelines and ensures that all projects which are implemented in Kosovo are fully in line with these guidelines. Project visibility is also clearly stipulated in all contractual documents whereby the contractors/implementers are obliged to adhere to all EU visibility requirements.