CORPORATE SOCIAL RESPONSIBILITY FOR ALL

OPENING CONFERENCE
21.01.2013
EUROPEAN COMMISSION –BRUSSELS

Panelists:

1. Nicola Bertolini	Head of Operations of the EU Delegation to Montenegro	4. Karl Giacinti	Contract Agent, EC
2. Gerhard Schumann	IPA Strategy and Regional Cooperation Director- EC	5. Erik Illes	Regional Cooperation and Programmes,Directorate-EC
3. Henk Visser	Task Manager-EC	6. Lone Sorensen	Western Balkans and Turkey Programme Manager-EC

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Agenda:

1. Introduction
2. Welcome
3. Contract Management
4. TACSO
5. People to People (P2P)
6. Main issues for IPA CSOs seen by European Commission
7. FPAs- Why and what next
8. Discussion on cross cutting issues
9. Sessions with the projects and presentation of results of the sessions

Gerhard Schumann indicated that a new enlargement instrument

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which is more targeted and sustainable will be established since there are particular challenges in EU for enlargement countries. He also added that, since European Union is pretty young, it still needs improvement throughout new Eastern Europe model with the target of democracy, openness and inclusive societies. He noted that, the contribution of member countries through organizations which has gained the financial aid from EU is going to add a great deal to EU enlargement. He also added that, these organizations will be the key openers towards to future; become a mainstream part in their societies; and national transmission chain. He clarified that, European Commission does not intend to impose or dictate anything since only thing they would like to achieve is to find the most appropriate way to implement these projects with the solid foundation with political and economic development within the enlargement countries along with their active integration via partnerships of these projects. He stated that the key question of the conference is 'How can we work best together and how we can exchange experiences?'

Nicola Bertolini presented the framework partnership agreements with the facts following: 18 FPA+ grants out of 179 applications, 14 million euro, and 11.2 euro from IPA, 172 organizations involved (average % 10 CSOs per FPA), 133 CSO from Western Balkans and Turkey (% 77.3), 39 CSO from EU (% 22.7), BIH 23 CSO, KOS and TUR with 13 CSO. He stated the main objectives as clarifying purpose and expectations of partnerships; identifying opportunities and challenges and starting to address them; providing an overview of partnership strategies; and establishing synergies and opportunities for collaboration.

Henk Visser presented the key issues to be able to stay as a winner within the contact management by keeping mind EU Rules and Procedures; reading the PRAG; studying follow contract ;communicating; seeking advice for help; being partners; monitoring and evaluating constantly; meeting deadlines via reports; arranging financial management as cheap as possible. He stated followings as euro management issues: procurement (rules of origin- equipment must be

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come from to buy a computer, you can buy IPA beneficiary or EU countries or those they have agreement); per diem (max rates) /real costs (recipient of payment); transfer of equipment; interests; VAT and other taxes, changes (+/-%15 % rule- if one cost is decreased other one has to be increased since there should be a balance between differences. If the amount of change is more than %15 percentage, an official addendum must be presented to the Commission); financial verification on the final report (it would be good to involve it to the inception report too). Mr. Henk Visser also indicated the important project management tools as monitoring, stakeholders, partners, visibility (for EU, stakeholders, citizens and everyone), reporting (on an easy readable template), tendering, impact, evaluation and sustainability. He kindly requested that, while asking questions and suggestions to him by e-mail, it is better to put the contract number on the subject of the e-mail, so that he can follow up and to indicate the article in question. He noted that, interim report must be submit on the midterm of the action-3th month, website and calendar must be updated; and the deadlines and templates must be respected. He also added that in projects monitoring, it is relatively important to be careful on delays deadlines, type of questions, planning of events, cost, feedback from projects and stakeholders, responsiveness to requests, using calendar and reports, site visits. He highlighted the importance of using project tools such as web, calendar, facebook, TASCO guides and manuals; and other projects. He suggested to all projects to invite delegations and ask their contribution when they plan something on that particular countries.

Nicola Bertolini stated that TACSO (Technical Assistance to CSOs) stands as a guide for CSOs (1st aid kit and local advisory group); trainer and consultant for CSOs; matchmaker forCSOs' database; and analyst; advocator for CSOs with authorities; resource center; PR advisory; and P2P partner. He added that TACSO is more a country based resource center in order to get some sustainability.

Karl Giancinti explained the People to People events in two parts as multi country events where 3-6 representatives per country with similar

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professional backgrounds, are invited to Brussels or to a location in the region to work together in the working language as English; and as single country events where participants from a single country with similar action fields and backgrounds- also from the public sector- will be invited to a the local region to work together in local language. He clarified the procedures on P2P as the selection of topics in accordance with political legislative, social priorities, taking into account proposals form EU delegation; selection of participants from EU delegation and TACSO; and as logistics, EC covers the all cost on logistical aspects through TAIEX. He listed the multi country events in 2013 as Direct Democracy and E- democracy in March, Transparency, Multi Stakeholder Consultation on IPA in March-April, LGBT rights, Antidiscrimination in Belgrade or Brussels, Environments, Disabilities, Special Enterprising and Philanthropy in Macedonia. He also listed the P2P single country events as Supporting Women in Agriculture in Iceland and Turkey New approach in EU accession negations;   Youth Cross Community Understanding in Kosovo, Religious leaders from different religions in Serbia. He also clarified that, they are planned based on demands until the September but further proposals could be send to TACSO. He also added that, P2P is designated to invite different people from different marginalized groups to have an idea about EU activities and it is meant to involve more and more people.

Erik Illes indicated the main issues for IPA and said that the ability of beneficiary countries to meet EU requirements is linked to the quality of engagements between political and public institutions and civil society. He stated that the council conclusion call for EU support to CSOs to feature more prominently in all partnerships and specify that a more strategic approach should be mainstreamed in all external instruments' programs. Mr. Erik Illes also specified the communication ways inside and outside of the project as it requires a different way of working together. He also added that the traditional short term project support tended to put CSOs in a direct competition with each partner and the focus has been on adapting to donor funding requirements rather than promoting active citizenship and building sustainable civil society. He noted that

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limited focus on achieving the type of results needed to build public trust and confidence in CSOs. He indicated that, the greater benefits of civil society from national legal and financial frameworks; and from improved dialogues with state would create greater commitment and capacity of CSP networks to give citizens a voice and to influence public sector reform through analysis monitoring and advocating etc. He also added that, the increased access of grass root civil initiatives to financial resources cerates greater contributions as well as expertise from established CSOs and CSO Networks.

Lone Sorensen indicated the specific instruments of FPAs while mentioning the FPA is a strategic, long term and programmatic approach based on partnership model. She stated that, the flow of the projects must be following: inception phase (1-6 month), midterm review (month 18-21), possibility of additional grant (after month 24). She noted that, through inception phase, project partners must do more research and get in dialogue with EU commission by inviting them for the events etc. She also stated that, the inception report, which must be written in the end of the inception phase, must be maximum ten pages setting out what have been done during the inception phase and how these change the main approach. She clarified that, there is no formal template for the inception report and projects are free to settle their own template.

Nicola Bertolini indicated that during the mid-term reviews, a good methodology for EC throughout the partners of the projects will be established. He stated that, this term would include involvement of other partners, stakeholders, media; expectations from EC, synergy creating for P2P; monitoring and plans; knowledge sharing and visibility; contribution to CSO strategy 2014-2020; visibility, dissemination, good stories. He noted that knowledge management with other projects is critically important. He suggested, regional dimension (leverage of political and operational changes thus go beyond protest- to increase the voice!); coordinating messages-make sure everyone says the same- ; using each other's experience, research, study, work; promoting each

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other; inviting each other to each other's events; using the networks; joint actions with stakeholders; assisting each other in finding additional partnership media integrity index; linking with other donor funded national IPA funded projects; avoiding overkill of conferences (co-ordinate); joint publication /statements lobby actions; info events with EU delegation; using outputs results of other EU projects; sitting in each other's grants award evaluation committees; sharing FAQs with other CSOs; joining other projects networks.

SPECIFIC QUESTIONS FROM PROJECTS

1. Which PRAG do we persuade?
   Since these projects were signed in 2012, you must apply 2012 PRAG.

2. How much flexibility do we have on changing the activities during the inception phase?
   In EU projects, the budget and specific objectives are the only thing must not be changed. But the activities can change, project leaders must communicate with EC for the changes. There is flexibility as last as the projects communicate with EC and stick to the objectives of the project.

3. Do we need to have different accounts for Euro and local currency?
   It is totally up to the project how they would like to manage, but EC pays only one account which is specified in the beginning of the project.

4. What should we take in consideration through visibility activities?
   You must use ISO codes to avoid problems for the visibility instruments.

5. What must we do with the equipment bought within the project activities, it in the end?
   You cannot keep the equipment, it has to go partners, organizations or finally to EU.

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6. How do we apply VAT in expenditures?
    For the flights, the VAT is not claimed, and for per/Diem payments, VAT doesn't need to be specified. Also, the invoices shouldn't have any VAT.

7. How much detailed must be specified in time sheet?
    The time sheets must be detailed as much as it can be. Because, on time sheets, we and projects are able to know how the human resources be used. It doesn't need to be day but day but it must include main activities.

8. Do the delegations in the countries know that these kinds of projects exist?
    The task managers are already informed but they might not inform other divisions yet.

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