



Republika e Kosovës
Republika Kosovo - Republic of Kosovo
Qeveria - Vlada - Government

Zyra e Kryeministrit - Kancelarija premijera - Office of the Prime Minister

Zyra për Qeverisje të Mirë/Kancelarija za dobro upravljanje/Office on Good Governance

The Council on implementation of the Governmental Strategy on Cooperation with the Civil Society 2013 - 2017, pursuant to item 10 (ten) of the Decision of the Government of the Republic of Kosovo No. 04/181, dated 02/04/2014, with a purpose of securing, coordinating and monitoring the implementation of the Governmental Strategy on Cooperation with the Civil Society 2013 - 2017 (hereinafter: the Strategy) and the Action Plan on the Implementation of the Strategy 2013 - 2015 (hereinafter: the Action Plan), and in accordance to the Government Regulation No. 079/2014 dated 28/10/2014 and the tasks stemming out of this Regulation,

at the meeting held on 18 December 2014 adopts the following:

WORK PLAN

Council's Work plan for 2015 on the implementation of the Governmental Strategy on Cooperation with the Civil Society 2013 - 2017

Council's Action plan for 2015 on the implementation of the Governmental Strategy on Cooperation with the Civil Society 2013 - 2017

Pursuant to work tasks stemming out of the Council's Regulation, main tasks defined in the Action Plan for 2015 are as follows:

Measure	Activity	Responsible Institution	Supporting Institutions	Deadline for Realization	Financial Costs and Financing Sources	Indicators	Refereeing Documents
Regular Coordination of the Council's Work	Regular Council Meetings	OGG, OPM	Civikos	January, April, July, October		At least 4 meetings held	Governmental Strategy on Cooperation with the Civil Society 2013-2017
Coordination of the Work Teams	Work team meetings - at least every second month	OGG/ OPM/ Team Coordinators	Civikos	January, March, May, July, September, November		At least 6 meetings of every work team held	Governmental Strategy on Cooperation with the Civil Society 2013-2017
Monitoring of the implementation of the Strategy	Monitoring (defining tools) - development of the monitoring matrix and the	OGG	Civikos	April 2015		Monitoring matrix developed and adopted at the Council	

	adoption at the Council for all institutions responsible for reporting to the Council						
Monitoring of the implementation of the Strategy - Reporting of the Work Teams	Reporting of the Work Teams to the Secretariat and the Council - every three months - Secretariat to prepare the same monitoring matrix (system) for all work teams	Team Coordinators/OGG	Civikos				
Monitoring of the implementation of the Strategy - Implementation Reports and Publication	Reporting (tools?) - collection and preparation of the Reports in the Secretariat, their adoption at the Council and publication of the Reports*	Team Coordinators/OGG	Civikos				
Evaluation of the Implementation of the Strategy	a) Drafting of a Methodology Model for Strategy implementation assessment by the Secretariat b) Organization of a Workshop on Strategy implementation assessment	OGG/OPM	Civikos	a) July 2015 b) End of 2015 c) End	Budget and foreign donors		

	c) Adoption of the assessment at the Council and setting of strategic priorities for 2016			of 2015			
Strategy review	Following assessment recommendations possible strategy review	OGG/OPM and the Council	Civikos				

*Remark: * The Council and relevant institutions shall publish their reports in Braille's alphabet and the sign language*

Action	Responsible Institution	Supporting Institutions	Success Indicators	Realization Deadline	Level of Feasibility (A, B, C, D or E)	Comments	Financial Costs and Financing Sources
<u>Strategy implementation priorities for 2015</u>							
Strategic Objective: 1. Ensured and Empowered Participation of the Civil Society in drafting and implementation of Policies and Legislation							
Strategic Measure/Sub-objective: 1.1. Drafting/Amendment of Basic/Referring Legislation on CSOs involvement in drafting and implementation of policies							
Measure Indicator: 1.1. Basic legislation on involvement of CSOs in drafting and implementation of policies is drafted							
1.1.1. Identification of respective legislation for drafting/amendment	OPM (Legal Office)	Line ministries; CSOs; other competent institutions	1.1.1. Respective legislation for drafting/amendment identified	January - February 2015			10.000 EUR
1.1.1.a Analysis and review of the legislation in power with participation of CSOs in drafting and implementation of policies and legislation	OPM (Legal Office)	Line ministries, CSOs;					
1.1.1.b Organization of a joint workshop between the	OPM (Legal Office)	Line ministries, CSOs;					

stakeholders involved in the process, to clarify the need for drafting/ amendment of respective legislation.							
1.1.2. Drafting of identified normative acts	Line ministries; other competent institutions	OPM (Legal Office); CSOs;	1.1.2. Sublegal acts for the implementation of the legislation in power are drafted	March - July 2015			10.000 EUR
1.1.2.a Drafting of concept documents (if there is a need to draft or amend a concrete law)	Legal Office - OPM; Line Ministries; CSOs						
1.1.2.b Establishment of a working group in OPM (including CSOs)	Legal Office - OPM; Line Ministries; CSOs						
1.1.2.c Drafting of acts and consultation pursuant to procedures set out by Government	Legal Office - OPM; Line Ministries; CSOs						

Regulation							
1.1.2.d Adoption at the Government	Legal Office - OPM; Line Ministries; CSOs						
Strategic Measure/Sub-objective: 1.2. Setting out standards for the involvement of CSOs in drafting and implementation of policies and legislation							
Measure Indicator: 1.2. Minimal standards for CSOs involvement are set							
1.2.1. Creation of a platform/database providing information on the civil society organizations profile based on their field of activities	OPM (Office for Good Governance)	OPM (Legal Office, Strategic Planning Office, Administrative Office, Government Coordination Secretariat); MPA (NGO RLD); CSOs;	1.2.1. Information on the civil society organizations profile through research based on their field of activities are ensured	April - June 2015			5.000 EUR
1.2.1.a Drafting Terms of Reference on the database content	OPM (Office for Good Governance)	Strategic Planning Office, Administrative Office, Government Coordination Secretariat; MPA (NGO RLD); CSOs;					

1.2.1.b Publication of a Public Opening for design and maintenance of the platform/ database (there is a possibility for the OGG to receive a completed database from some NGOs that are already in the process of creation of a database)	OPM (Office for Good Governance)	Strategic Planning Office, Administrative Office, Government Coordination Secretariat; MPA (NGO RLD); CSOs;					
1.2.1.c Functionalization of the database and the possibility for public access.	OPM (Office for Good Governance)	Strategic Planning Office, Administrative Office, Government Coordination Secretariat; MPA (NGO RLD); CSOs;					
1.2.2. Setting out minimum standards for public consultation	OPM (Legal Office)	OPM (Legal Office, Strategic Planning Office, Administrative Office, Government Coordination Secretariat,	1.2.2. Standards are set out in consultation with the civil society	January - April 2015			5.000 EUR

		Office for Public Communication); CSOs;					
1.2.2.a Establishment of a work group on drafting of an Administrative Instruction setting out minimum standards for public consultations	OPM (Legal Office)	Strategic Planning Office, Government Coordination Secretariat, Office for Public Communication, CSOs					
1.2.2.b Drafting of the Administrative Instruction	OPM (Legal Office)	-//-					
1.2.3. Adoption of a regulative act on minimum standards for public consultations	OPM (Legal Office)		1.2.3. Regulative act on minimum standards for involvement of CSOs is adopted	April 2015			0 EUR
2.1.3.a Adoption of the Administrative Instruction at the Government	OPM (Legal Office)						
1.2.4. Promotion of the respective act on minimum standards for involvement of CSOs	OPM (Office for Communications);	OPM (Legal Office, Office on Good Governance); CSOs	1.2.4. Respective act on minimum standards for involvement of CSOs is adopted	July - December 2015			5.000 EUR

1.2.4.a Organization of a promotional round table with the participation of institutions and CSOs;	OPM (Office for Communications);	OPM (Legal Office, Office on Good Governance); CSOs					
1.2.4.b Drafting and dissemination of leaflets, flyers.	OPM (Office for Communications);	OPM (Legal Office, Office on Good Governance); CSOs					
1.2.4.c Use of informational technology including social networks (Facebook, Twitter, Instagram)	OPM (Office for Communications);	OPM (Legal Office, Office on Good Governance); CSOs					
Strategic Measure/Sub-objective: 1.3. Professional Capacity Building of the civil servants and CSO staff in drafting and implementation of policies and legislation							
Measure Indicator: 1.3. Professional Capacity of the civil servants and CSO members							
1.3.1. Training Needs Assessment for civil servants and CSOs staff	OPM (Office for Good Governance) ; CSOs	OPM (Legal Office, Strategic Planning Office); MPA (Civil Servants Administration Department; KIPA); CSOs;	1.3.1. Training Needs Assessment for civil servants and CSOs staff completed	May - July 2015			15.000 EUR

1.3.1.a Implementation of a questionnaire/research with civil service and CSOs respondents	OPM (Office for Good Governance) ; CSOs						
1.3.1.b Organization of workshop for analysis of results from of the questionnaire;	OPM (Office for Good Governance) ; CSOs						
1.3.2. Drafting continuous training programs for civil servants and CSO staff	OPM (Office for Good Governance) ; CSOs	OPM (Legal Office, Office for Strategic Planning); MPA (Civil Servants Administration Department; KIPA); CSOs;	1.3.2. Continuous training programs for civil servants and CSO staff drafted	July - September 2015			10.000 EUR
1.3.2.a Trainingh programs drafted based on the results of the questionnaire and workshop conclusions	OPM (Office for Good Governance) ; KIPA; CSOs						

1.3.2.b Training program adopted	OPM (Office for Good Governance); KIPA; CSOs						
1.3.3. Organization of trainings for civil servants and CSO staff	MPA (KIPA); CSOs	OPM (Legal Office, Office for Strategic Planning; Office on Good Governance); MPA (Civil Servants Administration Department); CSOs;	1.3.3. Trainings for civil servants and CSO staff organized	September - December 2015			60.000 EUR
1.3.3.a OGG, MPA, KIPA in cooperation with CSOs to organize trainings for civil servants and CSO staff	MPA (KIPA); CSOs	OPM (Legal Office, Office for Strategic Planning; Office on Good Governance); MPA (Civil Servants Administration Department); CSOs;	At the end of 2015, 3 - 4 trainings held				
1.3.4. Drafting of informative materials and awareness raising media campaign	OPM (Office for Good Governance)	OPM (Office for Communication s); CSOs	1.3.4. Informative materials drafted and awareness raising media campaign completed	September - December 2015			5.000 EUR

1.3.4.a Drafting of the informative materials and their dissemination (leaflets, flyers)	OPM (Office for Good Governance)	OPM (Office for Communications); CSOs					
1.3.4.b Organization of a promotional round table with participation of institutions and CSOs;	OPM (Office for Good Governance)	OPM (Office for Communications); CSOs					
1.3.4.c Realization of a media campaign (TV shows, promotional spots)	OPM (Office for Good Governance)	OPM (Office for Communications); CSOs					
1.3.4.d Use of informational technology including social networks (Facebook, Twitter, Instagram)	OPM (Office for Good Governance)	OPM (Office for Communications); CSOs					

Strategic Measure/Sub-objective: 1.4. Construction of an surveillance and reporting system for CSOs involvement

Measure Indicator: 1.4. Surveillance and reporting system constructed

1.4.1. Creation of a mechanism for surveillance of the implementation of standards for public consultations	OPM (Office for Good Governance)	OPM (Legal Office, Office for Strategic Planning; Government Coordination Secretariat; Office for Public Communication) ; CSOs	1.4.1. Mechanism for surveillance of the implementation of standards for public consultations is created	October - December 2015		Human Resources	20.000 EUR
1.4.1.a Council decides on establishing a mechanism for surveillance of the implementation of standards for public consultations,	OPM (Office for Good Governance)						
1.4.2 Continuous surveillance and reporting on involvement of CSOs	Institution(s) Responsible for implementation of a set activity		1.4.4. Surveillance and reporting on involvement of CSOs exists Regular reports on involvement and consultation of CSOs in drafting policies and	November - December 2015			Administrative Cost

			legislation are drafted and published				
1.4.2.a The established mechanism reports to the Council on quarterly basis	Institution(s) Responsible for implementation of a set activity						

Activity	Responsible Institution	Supporting Institutions	Success Indicators	Timeline for Implementation	Degree of Feasibility (A, B, C, D or E)	Comments	Financial cost and source of finance
Strategic Objective: 2. Established system of contracting public services for civil society organizations							
Measure/ Strategic Sub-objective: 2.1. Drafting legal framework that regulates the procedures of contracting public services by CSOs and that determines areas of contracting							
Measure indicator: 2.1. Legal framework for regulating contracting procedures of public services by CSOs is drafted							

2.1.1. The establishment of a joint working group to establish the system for contracting of public services by CSO	OPM (Office of Good Governance); Joint Group established	PPRC, Ministry of Finance, line ministries, and other relevant institutions; CSOs	2.2.1. joint body for setting the standards and principles of contracting public services by CSO is established	January-March 2015			Administrative Cost
2.1.1.a identification of responsible / competent institutions that will be part of the working group	OPM (Office of Good Governance); Joint Group established						
2.1.1.b Definition of the mandate and approval of the decision by the Secretary for the establishment of the joint group	OPM (Office of Good Governance); Joint Group established						
2.1.1.c Operationalization of this group	-//-						

2.1.2. Analysis of the current legal framework for regulating the procedures of contracting public services by CSO	OPM (Legal Office); Joint Group established	Line ministries, other relevant institutions; CSOs	2.1.1. The current legal framework for regulating the procedures of contracting public services by CSO is analyzed	March-September 2015			10,000 EUR
2.1.2.a identification of current legislation that regulates procedures of contracting public services	OPM (Legal Office); Joint Group established			March - June 2015			
2.1.2.b Report with recommendations for amending/supplementing current legislation for the regulation of public service procedures CSOs	OPM (Legal Office); Joint Group established		a. The report with recommendations drafted and published	September 2015			
2.1.2.c Involvement of an expert on this analysis	OPM (Legal Office); Joint Group established						

2.1.3. Identification of areas that CSOs can be contracted to provide public services	OPM (Office on Good Governance); Joint Group established	OPM (Office of Strategic Planning); Line ministries, other relevant institutions; CSOs	2.1.2. The areas in which CSOs can be contracted to provide public services are identified	March - December 2015 / 2016			10,000 EUR
2.1.3.a Exploring specific areas that are currently contracted for the provision of public services by CSOs	OPM (Office on Good Governance); Joint Group established			a. March - December 2015			
2.1.3.b Identification of new areas of contracting public services by CSOs	OPM (Office on Good Governance); Joint Group established			2016			
2.1.4. Identification of CSOs that have the expertise to provide certain services	OPM (Office on Good Governance); Joint Group established	Line ministries, other relevant institutions, CSOs	2.1.3. Organizations that have expertise in provision of certain services are identified	a,b, March - December 2015			8,000 EUR

2.1.4.a. Exploring activities of CSOs	-//-			March - December 2015			
2.1.4.b. Identification of these CSOs	-//-			March - December 2015			
2.1.7. Cataloguing of public services that can be contracted by CSO	OPM (Office on Good Governance); Joint Group established	Line ministries, other relevant institutions, CSOs	2.1.6. Public services that can be contracted by CSOs are cataloged	October - December 2015			7,000 EUR
2.1.7.a. Compilation of the catalog on the public services can that be contracted by CSOs	OPM (Office on Good Governance);						
2.1.7.b. Publishing of the catalog	OPM (Office on Good Governance);						

Note: The sub-measure 2.1.5, 2.1.6 as well as Measure 2.2 and 2.3 of the Action Plan 2013-2015 are not presented in the above table because they are planned to be implemented in the years 2016 respectively 2017.

Activity	Responsible Institution	Supporting Institutions	Success Indicators	Timeline for Implementation	Degree of Feasibility (A, B, C, D or E)	Comments	Financial cost and source of finance
Strategic Objective: 3. Established system and defined criteria for financial support for CSOs							
Measure/ Strategic Sub-objective: 3.1. Reforming legislation for joint implementation of projects							
Measure indicator: 3.1. The legislation for financing of projects that are implemented by CSOs is drafted and adapted							
3.1.1. Analysis of existing legislation on joint implementation of projects	Ministry of Finance	PPRC; OPM (Legal Office); CSOs	3.1.1. Është analizuar legjislacioni ekzistues për zbatim të përbashkët të politikave dhe projekteve	January-March 2015		<i>Joint Implementation of projects implies contracting of CSOs to implement parts/ certain projects of the government program</i>	5,000 EUR
3.1.1.a Engagement of a professional expert to identify legal barriers to procurement services of NGOs (eg Public Procurement Law and the Law on Public Financial Management and Accountability)	Ministry of Finance	PPRC; OPM (Legal Office); CSOs		January-February 2015			

3.1.1.b Organization of a joint workshop government-civil society for validating the findings of the expert and the production of concrete recommendations	OPM (Office on Good Governance ; Ministry of Finance	PPRC; OPM (Legal Office); CSOs		March 2015			
3.1.2. Adaption of the legislation in conformity with the needs identified through the analysis	Ministry of Finance	PPRC; OPM (Legal Office); line ministries, CSOs	3.1.2. Legislation is adapted according to the needs identified through analysis	April-December 2015			10,000 EUR
3.1.2.a Inclusion into the legislative agenda of the laws which are estimated to be drafted / amended	Ministry of Finance	PPRC; OPM (Legal Office); line ministries, CSOs		April 2015			

3.1.2.b Establishment of a working group / working groups to draft / amend the relevant laws	Ministry of Finance	PPRC; OPM (Legal Office); line ministries, CSOs		May 2015			
3.1.2.c The work of the Task Force / working groups, including public consultation process with all interested parties	Ministry of Finance	PPRC; OPM (Legal Office); line ministries, CSOs		May-October 2015			
3.1.2.d Approval of laws drafted / amended in the Government and forwarded to the Assembly of Kosovo	OPM (Legal Office)			November-December 2015			
Measure/Strategic Sub-objective: 3.2. Establishing encouraging environment for philanthropy and sponsorship							
Measure indicator: 3.2. Encouraging and suitable environment for philanthropy and sponsorship is established							
3.2.1. Drafting and approval of the law on philanthropy and sponsorship	Ministry of Finance	OPM (Legal Office); line ministries, CSOs	3.2.1. The law on philanthropy and sponsorship is drafted and adopted	January-December 2015		General law, not limited to any particular sector	10,000 EUR

3.2.1.a The decision of the Council for expansion of the scope of the draft law / concept paper for sponsorship and involvement in the Legislative Agenda	Council	OPM (Legal Office); line ministries, CSOs		December 2014			
3.2.2.b Establishment of a working group for drafting the draft law	Ministry of Finance; OPM (Law Office)	OPM (Legal Office); line ministries, CSOs		February 2015			
3.1.2.c The work of the working group, including public consultation process with all stakeholders	Ministry of Finance; OPM (Law Office)	OPM (Legal Office); line ministries, CSOs		March-December 2015			
3.1.2.d Approval of the draft law	OPM (Legal Office)			2016			
Measure/Strategic Sub-objective: 3.3. Standardization of the status for public benefit							
Measure indicator: 3.3. The status for public benefit is adapted and standardized							
3.3.1. Analysis of legislation and mechanisms of public benefit status	OPM (Office on Good Governance, Legal Office)	MPA (DRNOJQ); Ministry of Finance; CSOs	3.3.1. The legislation and mechanisms of public benefit status are analyzed	April-June 2015			Administrative cost

3.3.1.a Summary and publication of existing analyzes for Public Benefit Status in Kosovo	OPM (Legal Office)	OGG, DOJQ, Ministry of Finance, CSOs		April 2015			
3.3.1.b Team meetings for Strategic Objective 3 for discussion of the findings and recommendations	Team for strategic objective 3	, Council, OGG, DOJQ, Ministry of Finance, CSOs		May-June 2015			
3.3.2. Completion and harmonization of legislation on public benefit status	MPA (DRNOJQ); OPM (Legal Office)	OPM (Office on Good Governance); Ministry of Finance; CSOs	3.3.2. Legislation for public benefit status is completed and harmonized	Harmonization June-December 2015;			5,000 EUR
3.3.2.a Establishment of a working group for drafting the draft law	MPA (DRNOJQ); OPM (Legal Office)			June 2015			
3.3.2.b The work of the working group, including public consultation process with all interested parties	MPA (DRNOJQ); OPM (Legal Office)			June-December 2015			

3.3.2.c Approval of the the draft law and submitting it to the Kosovo Assembly	OPM (Legal Office)			2016			
Measure/Strategic Sub-objective: 3.4. Inclusion of civil society in mechanisms for coordination with donors							
Measure indicator: 3.4. Civil society is included in mechanisms for coordination with donors							
3.4.1. Opening the existing mechanism and database of donors to contribute to and use by CSOs	Ministry of European Integration	OPM (Office on Good Governance); CSOs	3.4.4. Data base of donors for input and use by CSOs is opened	January-June 2015			Administrative cost
3.4.1.a The decision to open the forum for donors for participation of civil society	Ministry of European Integration			March 2015			
3.4.1.b The selection of the members of civil society, on the basis of open , democratic and transparent procedures	Ministry of European Integration	CiviKos, Council		February-March 2015			

3.4.1.c Enabling contribution and usage of Donors database for civil society	Ministry of European Integration	OPM (Office on Good Governance); CSOs		February-June 2015			
Measure/Strategic Sub-objective: 3.5. Defining criteria for provision and usage of grants from public funds							
Measure indicator: 3.5. Grants from public funds are distributed and implemented on the basis of predetermined criteria							
3.5.1. Defining the model of National Grant Scheme for Civil Society (SNG) (National Fund for the Development of Civil Society)	OPM (Office on Good Governance)	Ministry of Finance; CSOs	3.5.1. The model of the National Scheme of Grants Is defined	January-December 2015			5,000 EUR
3.5.1.a Presentation of models of public funds from other European countries (within the Team for Strategic Objective 3, the Council and the general public)	OPM (Office on Good Governance)	Ministry of Finance; CSOs		January-March 2015			
3.5.1.b Hiring a professional expert to study feasibility of the applicability of the specific models in Kosovo	Ministry of Finance	OPm, CSOs		January-June 2015			

3.5.1.c Organization of discussions and public consultations about the model for public funds, based on feasibility study	Ministry of Finance	OPM, CSOs		June-November 2015			
3.5.1.d Council Decision on the model of public funds	Council for implementation of the strategy			December 2015			
3.5.7. Publication of reports on beneficiary projects, the beneficiary CSOs, and the results of projects	National Grant Scheme (NGS)	OPM (Office on Good Governance); Ministry of Finance; CSOs	3.5.7. Reports on beneficiary projects, beneficiary projects CSOs, and the results of projects have been published	January-June 2015			N/A
3.5.7.a The decision for proactive publication of all the funds allocated by the state budget for NGOs	OPM			January 2015			
3.5.7.b Development and application of unique form/format for publication of information	Ministry of Finance	Council		February-March 2015			

3.5.7.c Proactive publication of all governmental units	Line Ministries	Ministry of Finance		April-June 2015			
3.5.8. Support of projects /co-financing of CSOs with a certain percentage of EU funds for civil society	OPM (Office on Good Governance);	Ministry of Finance, CSOs	3.5.8. CSO projects were supported by certain percentage	January-June 2015		Procedures and criteria for co-financing to be in line with EU requirements	N/A
3.5.8.a The decision for automatic co-finance of CSO projects being financed by the EU (according to the percentage set by the EU)	Government	Ministry of Finance		January-February 2015			
3.5.8.b The inclusion of the respective funds in Kosovo Budget and MTEF	Ministry of Finance			March-June 2015			
Measure/Strategic Sub-objective: 3.6. Defining criteria for non-financial support for CSOs							
Measure indicator: 3.6. Criteria for non financial support for CSOs are defined							

3.6.1. Analysis of the current legislation that regulates the non-financial support	OPM (Legal office)	Line Ministries, CSOs	3.6.1. The current legislation that regulates the non-financial support is analyzed	January-December 2015			5,000 EUR
3.6.1.a Hiring a professional expert for analysis of the legislation in force	OPM			January-June 2015			
3.6.1.b Discussion and validation of recommendations with all interested parties	OPM			July-December 2015			
3.6.1.c Inclusion in the Legislative Agenda of 2016 of laws that are recommended to be drafted / amended	OPM			December 2015			

Note: The sub-measures 3.2.2; 3.5.2; 3.5.3; 3.5.4; 3.5.5; 3.5.6 and 3.6.2 of the Action Plan 2013-2015 are not presented in the above table because they are planned to be implemented in the years 2016 respectively 2017.

Activity	Responsible Institution	Supporting Institutions	Success Indicators	Timeline for Implementation	Degree of Feasibility (A, B, C, D or E)	Comments	Financial cost and source of finance
Strategic Objective: 4. Encouraging integrated approach in developing volunteerism							
Measure/Strategic Sub-objective: 4.1. Identification of needs and profile of volunteerism in Kosovo							
Measure indicator: 4.1. Needs and profile of volunteerism in Kosovo are identified							
4.1.1. Identification of responsible stakeholders	OGG	MCYS; Line ministries, CSOs	4.1.1. responsible stakeholders are identified and contacted	January-March 2015			Administrative cost
4.1.1.a. Preparing a list with contacts of potential stakeholders	OGG	MCYS; Line ministries, CSOs Council	4.1.1.a The developed database with 20 actors identified	January 2015		Potential participants: OGG, LO / OPM, CiviKos, MCYS, SPO / OPM, MALG, MPMS, LYAC, UN Volunteers, Red Cross, pensioner associations, women associations Network, Cultural Forum	

4.1.1.b. Individual meetings with several potential actors - Information of stakeholders for Strategy , work and plan of the Council	OGG	MCYS; Line Ministries, CSOs, Council	4.1.1.b All the stakeholders are informed on the strategy, work and plan	January-March 2015			
4.1.2. Establishment of a inter-sectorial group for volunteerism	OGG	All responsible stakeholders, including CSOs	4.1.2. Intersectoral group for volunteerism has been established	Establishment (january-March 2015)			Administrative cost
4.1.2.a. Formalizing and functioning of the group - Group meetings and the establishing of a framework of action - Development of work plan (by reviewing the measures laid down for 2016)	OGG		4.1.2.a Functional group the working plan and action framework	Functionality and action (June - December 2015)		Regular communication and cooperation with the Council	The establishment meeting, workshop, group meetings (5,000 Eur)
4.1.3. Analyzing volunteering profile in Kosovo	Established Group		4.1.3. The profile of volunteering profile in Kosovo is analyzed	April-December 2015			10,000 EUR
4.1.3.a Analyzing legislation affecting volunteerism	Working Group/Terms of reference	OGG / MF, Council, donors, CSOs	Detailed analysis	April-November 2015			10,000 EUR

4.1.3.b Analysis of the civil society sector (examples of success and lessons learned)	Working Group/Terms of reference	OGG / MF, Council, donors, CSOs	Detailed analysis	April-Novemeber 2015			10,000 EUR
4.1.3.c Analysis of international experience (case study)	Working Group/Terms of reference	OGG / MF, Council, donors, CSOs	Detailed analysis	April-Novemeber 2015		10,000 Eur for research 10,000 Eur for study visit	20,000 EUR
4.1.3.d Analysis of motivation of volunteering in Kosovo	Working Group/Terms of reference	OGG / MF, Council, donors, CSOs, Universities	Detailed analysis	April-Novemeber 2015			10,000 EUR
4.1.3.e Conference for the publication of the analysis and recommendations	Working Group/OGG	OGG / MF, Council, donors, CSOs	Held conference	December 2015			7,000 EUR

Note: The sub-measures 4.1.4 as well as those of Measure 4.2 : 4.2.1 and 4.2.2 of the Action Plan 2013-2015 are not presented in the above table because they are planned to be implemented in the years 2016 respectively 2017.