PHARE 2006 PROJECT FICHE

1. BASIC INFORMATION

1.1. CRIS Number: HR2006/018-113/2/2
1.2. Title: Enabling the Civil Society Sector for active contribution in the pre-accession process
1.3. Sector: 15150
1.4. Location: Croatia
1.5. Duration: 36 months

2. OBJECTIVES

2.1 Overall Objective(s)

To enable participation and active contribution of CSOs\(^1\) in developing, implementing and monitoring public policies and Acquis related policies (at all levels) in Croatia and contributing in raising of awareness of the benefits and challenges of EU accession.

2.2 Project purpose

To support CSO projects that contribute to successful accession related reform processes, meeting of political criteria for EU membership, implementation of the Acquis (where applicable) in the following sub-sectors:

- Environmental protection and sustainable development,
- Democratisation and human rights,
- Youth,

through intra-sectoral and cross-sectoral cooperation, partnership and networking.

2.3 Accession Partnership (AP) and NPIEU priority

The project is highly relevant to the priorities defined in the AP and the NPIEU. The Council Decision on Principles, Priorities and Requirements Contained in the Accession Partnership (9\(^{th}\) November 2005) includes both short-term and medium-term priorities that are relevant to this project.

<table>
<thead>
<tr>
<th>SHORT – TERM PRIORITIES</th>
<th>MEDIUM - TERM PRIORITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Political Criteria</strong></td>
<td><strong>Political Criteria</strong></td>
</tr>
<tr>
<td><strong>Democracy &amp; the Rule of Law</strong></td>
<td><strong>Democracy &amp; the Rule of Law</strong></td>
</tr>
<tr>
<td><strong>Anti-corruption policy:</strong> “Take concrete actions to raise awareness of corruption as a serious criminal offence.”</td>
<td><strong>Anti-corruption policy:</strong> “Foster further progress on the fight against corruption and implement related legislation.”</td>
</tr>
<tr>
<td><strong>Human Rights &amp; the Protection of Minorities:</strong> “Develop and begin to implement a comprehensive anti-discrimination strategy.”</td>
<td><strong>Human Rights &amp; the Protection of Minorities:</strong> “Continue implementation of a comprehensive anti-discrimination strategy.”</td>
</tr>
<tr>
<td><strong>Social Policy &amp; Employment:</strong> “Alignment with the Acquis in the areas of labour law, health and safety, gender equality and anti-discrimination.”</td>
<td><strong>Social Policy &amp; Employment:</strong> “Develop and implement a national strategy on social inclusion, including data collection, in line with EU practice with a view to future participation in the European Strategy on”</td>
</tr>
</tbody>
</table>

\(^1\) CSO – Civil Society Organisations
Energy: “Strengthen administrative capacity and improve alignment with the Acquis on energy efficiency, renewable energy sources and nuclear energy.”

Environment: “Urgently adopt and start implementing a national waste management plan.”

Energy: “Continue to strengthen administrative capacity and alignment with the Acquis in the fields of energy efficiency and renewable energy sources, internal energy market and nuclear energy.”

Environment: “Continue transposition of the Acquis, with particular emphasis on waste management, water quality, air quality, nature protection and integrated pollution prevention and control.”

The NPIEU 2005 further emphasises the following priorities:

1.2.3. Anti-corruption measures: strengthening the fight against corruption both at the normative and implementation level, with a particular emphasis upon public awareness activities.

1.3.1. Civil, Political, Economic and Social Rights: raising the awareness of a broader public about individual segments of human rights.

1.3.1.3. Gender equality: introducing gender-sensitive education and eliminating stereotypes and gender discrimination from textbooks, curricula and programmes at all levels of education.

1.3.1.4. Protection of the Rights of the Child: public and active encouragement and promotion of activities in the best interest of children; strengthening the network of family centres and other support programmes for the family in the local community to provide socio-pedagogical and psychosocial assistance to families and children; implementation of Priority Activities within the National Action for Children Programme.

3.22.4. Waste management: measures for the prevention of the generation and reduction of waste intended for landfilling, the establishment of a network of waste management centres, the remediation of environmentally highly polluted sites (“hot spots”), and the remediation of existing landfills.

4.2.18.3. Institutional Measures: encourage establishment of youth councils at the local and regional levels, establishment of youth centres in macro-regional centres, and implement the pilot projects – youth information centres.

2.4 Coherence with National Development Plan (and/or Structural Funds Development Plan)

Not applicable.

2.5 Cross Border Impact

Not applicable.

3. DESCRIPTION

3.1. Background and justification

3.1.1. Background

General Overview of the Civil Society Sector in Croatia
In the process of accession to the European Union, Croatia has committed itself to fulfil the Copenhagen criteria and political conditions set by the Stabilization and Association Agreement. The political criteria include the obligation of each country to ensure the “stability of institutions that guarantee democracy, the rule of law, respect and protection for human rights and the rights of minorities” and underline the existence of a thriving and active civil society. Civil Society Organisations have previously played an important role in preparing for accession and advancing different sectoral reforms, both Acquis related as well as the overall promotion of democracy, the rule of law and human rights. Their contribution is recognized, particularly in the process of drafting new legislative measures, public policies and strategic documents, in monitoring the implementation of transposed legislation, reporting on irregularities and steering public discussions on EU issues.

In addition, the Croatian Government Communication Strategy for informing the public on the European integration process recognizes Civil Society Organisations as a key target group of “public opinion makers”.

The number of NGOs in Croatia has increased almost by 100% since 1999, currently numbering 28,305 registered organisations (December, 2005). However, almost 50% of them are sports and technical organisations. Within the three prioritised sub-sectors under the project there are 1,149 children and youth organisations, 416 environmental, 337 dedicated to women rights - protection/advocacy, and 109 human rights. CSOs are mainly concentrated in urban areas, more than 50% around the 4 largest cities. Almost 40% of Croatia’s population belongs to some CSOs, but they are mainly involved in religious organisations (12.9%), sport (11.9%), trade unions (10.6%) and a small number belong to social, ecological, women and other organisations.

Most of the CSOs are not linked in formal networks, but rather in informal coalitions (connected by e-mail lists, newsletters and regional or national conferences). Nevertheless, there is an increased cooperation within specific sectors: anti-corruption, environment, women rights, employment and youth. Recognised national umbrella organisations represent mainly organisations in sports, recreation, culture, social welfare and health sectors.

Importantly, there is a recognised need for cooperation between CSOs and the public sector, especially at the local level. Inter-sectoral cooperation has formalised in some parts of Croatia, e.g. in the cities of Rijeka and Osijek, where Charters on Cooperation with CSOs have been first adopted and followed by several other cities and counties. Still, such dialogue remains limited both in terms of numbers and results. Consequently, the following general problems have been identified:

- Cooperation between the public authorities and CSOs remains on a declarative basis, there is a lack of mutual understanding and structured dialogue, lack of CSOs.

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2 Source: State Associations Register: http://www.uprava.hr/RegistarUdruga/
3 Source: Ibid.
4 CIVICUS-CERANE0 – Civil Society Index in Croatia (2003 – 2005), www.ceraneo.hr
5 Examples of formal and informal networks: the coalition of the largest war veterans’ organisation, women’s rights groups and human rights organisations are gathered around an anti-corruption programme, Network for local development, Green Forum, Croatian Union of Physically Disabled Persons’ Associations (HSUTI), Women’s Network Croatia, Network of Unemployed, Human Rights Associations’ Coalition, Croatian Youth Network, Croatian Humanitarian Network, etc.
6 Comprehensive research Civil Society Index, CERANE0 and CIVICUS, 2005; smaller scale researches (e.g. among members of the informal Community Network, 2005.); Consultation process during the programming for this project, involving the Council for Civil Society Development and other stakeholders.
involvement in the decision-making processes, planning, monitoring and implementation;

- Many examples of CSO’s uncoordinated activities, insufficient networking and intra-sectoral cooperation (there is a tendency of improvement through the establishment of networks and unions);
- Citizens’ participation in CSO’s activities and recognition by the society of their contribution to the public good is rather limited;
- There is a lack of research on Civil Society development problems, topics related to the Civil Society are not adequately represented in the formal education system;
- On a number of cases there is a sustainability problem, which is linked to limited access to funding possibilities.

**Strategic response**

At the State administration level there is a three-pillar institutional framework for the cooperation with the civil society sector: the Government Office for NGOs, the Council for Civil Society Development and the National Foundation for Civil Society Development, each fulfilling its distinctive role. On January 4th 2001 the Government adopted “The Programme of Cooperation between the Government of the Republic of Croatia and the Non-Government, Non-for-profit sector”. The Programme recognizes that the Government and the CSO sector should fulfil complementary roles in the development of the society and defines the basic principles for cooperation between the two, on the basis of partnership, transparency, independence, the promotion of equal opportunities and subsidiarity.

The “Strategy for Civil Society Development”, the strategic document envisaged by the “Programme of Cooperation” in which key challenges for the sector would be identified and measures to tackle them foreseen, is currently under preparation. The Government has appointed a Working group in charge of preparing the draft proposal of the document which is due to be finalised and sent to the Government approval procedure in the course of 2006.³

### 3.1.2. Justification

The Communication of the European Commission “Civil Society Dialogue between the EU and Candidate Countries”⁸ highlights that “it would be of benefit if the civil society dialog with Croatia further develops in fields related more directly to the practical impact of the EU accession process. This should generate greater understanding of the benefits and challenges of EU integration, as well as encourage a debate on the EU’s fundamental values”. This document identifies areas as youth, gender-equality, environment, consumer rights, cultural rights, civil and human rights and combating social exclusion and discrimination of all kinds, as crucial. In addition, CSOs working in these areas should be particularly encouraged to establish a dialog with their EU counterparts.

Based on consultations with the relevant institutions, in particular the Council for Civil Society Development, a wide range of stakeholders and relevant EU and Croatian documentation, the following sub-sectors were identified for funding under this project:

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⁸ COM 2005 – 290, 29.06.2005
1. Environment Protection and Sustainable Development,
2. Democracy and Human Rights,
3. Youth.

**Environmental protection and sustainable development**

Environmental protection is emphasised in the Avis of the European Commission as the field where significant effort needs to be invested in order to meet the standards of environmental protection. The “green” CSOs play an important role in raising awareness and mobilising the general public. The following important national strategic documents have been adopted: the *National Environmental Strategy* and the *National Environmental Action Plan* (Official Gazette No.46/02) and the *Waste Management Strategy* (Official Gazette No. 130/05); the *National Strategy and Action Plan for Biodiversity Protection* (Official Gazette, No. 81/99). These documents give guidelines for the possible role of CSOs regarding the established priorities. During the consultation process it was agreed that environmental protection and sustainable development should be considered as one of the project’s intervention areas.

CSOs have the capacity and the expertise to contribute to informing the wider public and fostering implementation of relevant EU directives related to energy efficiency, renewable energy and sustainable construction. In addition, CSOs play an important role in monitoring biodiversity in line with the provisions for establishment of the *National monitoring system of biodiversity* (partially a follow-up of the Cro-Nen project financed under the LIFE III programme).  

**Democratisation and Human rights**

According to Transparency International’s Index of the Corruption Perception Croatia is on the 67th place, with a 3,5 index (scale range 0-10, 0 very corrupted country, 10 no corruption). Most of Croatian citizens complain about problems and irregularities in the areas of judiciary (40%), health (15%) and public administration in general (59,2%). In the European Commission’s “Croatia 2005 Progress Report” it is stated that “it would be useful to conduct a coordinated awareness-raising campaign involving the media, nongovernmental organisations and the public, in order to inform about the danger of corruption, measures taken to fight it, sanctions that may be imposed and the institutions involved in fighting corruption.”

In recent years, the “third generation” of rights such as the right to sustainable development, healthy environment, children’s rights, the rights of vulnerable groups and sexual minority rights, have gained wider recognition within the public. The protection and promotion of the afore mentioned rights in addition to rights from the first and second generation encompassing civil, political, economic, social, and cultural rights and freedoms, should be further pursued.

Particular attention should be given to raising awareness on corruption as a serious criminal offence, on anti-discrimination measures, and the improvement of vulnerable groups’ status in general.

Similar to the environment sector, the Civil Society Organisations have proven their capacity and expertise to contribute to the promotion and protection of the above-mentioned rights. They have the potential to respond with a unique energy to areas of needs where the Government does not have the necessary flexibility.

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9 http://www.cro-nen.hr/
The above raised issue should be addressed both at the national and local level through networking of CSOs, intra-sectoral and multi-sectoral cooperation.

**Youth**

In Croatia there are 898,734 people between 15 and 29 years of age, which constitutes 20.25% of the total population\(^\text{11}\). Inclusion of youth up to now into the development of the society and participation of youth in the decision-making processes has been based on self-initiative and independent organisational forms. The National Programme of Action for Youth and the Action Plan for 2003 – 2008 states several strategic goals:

- Improvement of the youth’s quality of life;
- Taking their interests into consideration pursuant to the European standards and models of good practice;
- Inclusion of the greatest possible number of young persons in the decision-making processes, especially regarding the needs and problems of youth;
- Mobilization of all potentials in the society, especially youth for the creation of new material and spiritual values, open and self-sustaining development and an active role in the process of European integration;
- Building of a constructive relationship and partnership between non-governmental organizations of and for youth and units of local and regional Governments and Self-governments in achieving goals for the benefit of youth;

The Avis of the European Commission states that “A structured youth policy has been developed and resulted in the adoption of a National Action Plan for Youth in 2003. Becoming an EU Member State would imply that Croatia agrees with the Common Objectives for Participation by and Information for Young People as decided by the Council in November 2003.”\(^\text{12}\) In addition, Croatia already benefits from the third country strand of the YOUTH programme.

In addition, the CIVICUS “Civil Society Index in Croatia” recommends encouraging voluntary work among young people. The report on voluntary work showed that only 5% of the surveyed population would like to do voluntary work and only 5% actually are involved in voluntary activities.\(^\text{13}\)

**Beneficiaries**

Direct beneficiaries of this project are CSOs working in the three priority sub-sectors. Indirect beneficiaries are their partner organizations from the civil and public sectors and other target groups (e.g. youth, women, children and targeted marginalized groups) in the areas of project implementation.

**Involvement of Stakeholders and Civil Society in the programming process**

The Council for the Civil Society Development (CCSD)\(^\text{14}\) has contributed on behalf of the civil society sector in the identification of priority areas for this project proposal.

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\(^{11}\) State Institute of Statistics, based upon the 2001 population census.

\(^{12}\) http://www.mei.hr/Download/2004/05/31/cr_croat.pdf

\(^{13}\) “Report on Survey about volunteering”, November 2005, National Foundation for Civil Society Development. The number of people questioned: 1000, above 15 years of age.

\(^{14}\) The Council for the Civil Society Development consists of 10 representatives of different ministries and Government offices, 10 representatives of non-governmental/non-profit organizations and 3 experts. From the Governmental side included are: the Ministry of Science, Education and Sports; Ministry of Health and Social Welfare; Ministry of Culture; Ministry of Finance; Ministry of Environmental Protection, Physical Planning and Construction; Ministry of Family, Veterans’ Affairs and Intergenerational Solidarity, Prime-Minister’s Office; Governmental Office for Human Rights; Central State Administrative Office for Public Administration; Ministry
Established in 2002, the CCSD acts as a Government advisory body, some of its tasks include monitoring the implementation and disbursement of State allocated funds to the Civil Society Sector and proposing to the Government priorities for the development of the Sector.

Regular consultations with the CCSD took place during 2005 (four working sessions) during which the members of the Council discussed the process and the content of the project proposal. The CCSD contributed to the formulation of the overall objective, purpose of project, expected results, priorities, sub-sectors and themes.

The Government Office for Cooperation with NGOs published a summary of the proposals (for PHARE 2006) on its website and invited the sector to contribute to the process with their inputs and exchange of opinions as to ensure a wide participation. Some 30 comments were received from different CSOs. The latter were carefully considered during bilateral meetings with CSOs and some of the suggestions were taken on-board.

In addition, consultations took place between representatives of the Central Finance & Contract Unit (the CFCU / Contracting Authority), the Delegation of the European Commission to the Republic of Croatia, the Ministry of Foreign Affairs & European Integration and other relevant ministries with the purpose of fine-tuning.

3.2 Sectoral rationale

Not applicable

3.2.1 Identification of project

Not applicable

3.2.2. Sequencing

Not applicable

3.3 Results

The results of the project will be:
1. Increased public participation in developing, implementing and monitoring of public policies at all levels and improved capacity of CSOs to influence public policy, due to:
   • Improved cooperation among CSOs and
   • Improved cooperation among the Civil Society Sector and the Public Sector at the national, regional & local levels as well as with the private sector;
2. Increased understanding among the wider public and knowledge of CSOs on:
   - The accession process and its impact on Croatia;
   - Acquis related issues;
   - EU values and the concept of European citizenship.

of Foreign Affairs and European Integration. Representatives of non-governmental/non-profit sector divided in the fields of: promotion and protection of human rights, care for disabled people; health protection and advancement of the quality of life; care for children; environmental protection and sustainable development; social welfare; youth work; war-veterans associations: Experts: international cooperation, intra-sectoral cooperation and European integration.
Additionally, the result will be the enhanced absorption capacity of Croatian civil society organisations assisting Croatia in the implementation of the Acquis in relevant subsectors.

3.4 Activities (including Means)

Component I

The project results will be achieved through the grant scheme to the CSOs, which will be operated through three open Calls for Proposals in accordance with Section 6.2 of the Programming Guide. Eligibility criteria will be precisely defined in the Guidelines for Applicants as well as the eligibility of costs. Relevant sub-sectors and themes are the following:

1. Environmental Protection and Sustainable Development
   a) Raising awareness and providing education on responsible management of environment and on sustainable development principles
   b) Actions related to the efficient use of energy, use of renewable energy and sustainable construction
   c) Nature protection with specific emphasis on biodiversity, encouraging participation of CSOs in biodiversity protection

2. Democratisation and Human Rights
   a) Anticorruption measures
   b) Local community mobilization and organising for:
      - solving local problems, especially of marginalized groups\(^{15}\), and
      - fostering dialogue and reconciliation
   c) Protection of children rights
   d) Promotion of gender equality

3. Youth
   a) Promotion and active participation by youth in the creation and implementation of public policies at all levels
   b) Ensuring access to information important for life and work of young people
   c) Support and promotion of non-formal education and voluntary work

The overall indicative amount made available under the Calls for proposals is EUR 2,980,000. Tendering and contracting of this Grant scheme will be realised according to the standard Phare procedures. It is expected that approximately 40 grants will be awarded.

Size of grants:
There are no restrictions on the total costs. However, any Phare grant awarded under this programme must fall between the following minimum and maximum amounts:

- Minimum amount:
  - EUR 50,000 for subsectors 1. Environmental Protection and Sustainable Development and 2. Democracy and Human Rights
  - EUR 30,000 for subsector 3. Youth

\(^{15}\) This does not exclude participation and engagement for changing and improving national policies or measures.
Maximum amount:
- EUR 100,000 for subsectors 1. Environmental Protection and Sustainable Development and 2. Democracy and Human Rights
- EUR 75,000 for subsector 3. Youth

Eligible activities under the prioritised subsectors will be presented in the Guidelines for Applicants. However, the cross-cutting activities welcomed in all three subsectors are the following:
- Increasing the culture of open and transparent dialogue among different stakeholders; cooperation of CSOs with regional and local self-governments, ministries, institutions and businesses for the benefit of stakeholders in all three subsectors; transfer of know-how, networking and familiarization with EU best practices;

Project duration:
The project duration may not exceed 12 months.

Component II
The CFCU will use the Framework Contract in order to involve assessors during the evaluation stage of the Grant Applications. The amount of 20,000 EUR is foreseen for this activity.

3.5 Linked Activities

Previous projects carried out in this field are as following:
- CARDS 2001 “Capacity Building of the Civil Society Organisations in the Areas of Special State Concern”, (0,5 m€)
- CARDS 2001 “Small Scale Operations”, (1,0 m€)
- CARDS 2002 “Promotion of Democracy and Human Rights”, (0,5 m€)
- CARDS 2002 “Social Service Delivery by the Non-Profit Sector”, TA (0,59 m€)
- USAID 1998 -2001 “NGO Development Programme”, (2,85 m$)
- "USAID - NGO Legal Reform initiative", (0,2 m $)
- USAID "CroNGO I - Support for Croatia's Non-Governmental Organizations" 2002-2005, (5,1 m$)
- DFID - «Building Strategic Partnerships between Government and CSOs», (0,9 m€)
- YouthNET – European School, Youth and Community Network. “Development of Regional and International Cooperation of Organizations of Youth, Schools and Communities”, (0,3 m€)
- Life III 2002 – “Building up a National Ecological Network as part of the Pan-European Ecological Network and NATURA 2000 (CRO - NEN),

Projects currently under implementation:
- CARDS 2002 “Social Service Delivery by the Non-Profit Sector”, Grant scheme (0,7 m€)
- CARDS 2003 “Support of Civil Society Active in the Field of Environment”, (0,2 m€)
- CARDS 2004 “Good Governance and the Rule of Law”, (1,2 m€)
- USAID "CroNGO II - Support for Croatia's Non-Governmental Organizations" 2005-2007, (6,7 m$)
- “EU Commission DG ENV; twinning grants 2004-2005:
  - Beneficiary: Blue world institute of marine research and conservation
    “Blue world institute of marine research and conservation”
  - Beneficiary: Environmental Association “Sunce”
    “Partnership in nature protection in the EU”
  - Beneficiary: Zelena Akcija/Friends of the Earth Croatia
    “Environmental monitoring, Impact assessment and awareness rising on
    the European Enlargement process in Croatia: capacity building for
    more efficient stakeholders”
- EU Commission DG ENV; twinning grants 2005-2006:
  - Beneficiary: ZOE: Centre for Sustainable Development of Rural
    Communities
    “Towards EU – Transfer of best practice to Croatia”
  - Beneficiary: Zelena Akcija/Friends of the Earth Croatia
    “Partnership development between GLOBAL 2000 and Zelena Akcija
    to transfer know-how and improve capacity in public advocacy and
    lobbying activities in the context of Croatian EU accession”

Projects currently under preparation:
- CARDS 2003 "Social Service Delivery by the Non-Profit Sector”, TA (0,5 m€)
- CARDS 2004: “Social Service Delivery by the Non-Profit Sector”, Grant
  scheme (1,8 m€)
- CARDS 2004: “Support of Civil Society Active in the Field of Environment”,
  Grant scheme, (0,6 m€)

3.6 Lessons learned

The European Union, but also the Croatian Government have recognized in the
previous period the importance of the contributions made by civil society
organizations for the creation of an institutional and legislative framework to underpin
the progress of democracy at all levels.
To this end, significant funds have been allocated from the State Budget for the CS
sector in the past.\(^{16}\) The results of those grant schemes have shown both the expertise,
which many organizations working to implement democratic principles possess, as
well as the visibly high impact that they achieve while carrying out this task. Civil
society plays an important role in giving voice to the concerns of citizens and
delivering services that meet people’s needs. The EU has encouraged and supported
the development of the sector by providing grants to implement actions carried out by
the civil society in Croatia.

Te capacity of many CSOs at this moment in Croatia is such that they can effectively
contribute to the improvement of the political, economic and social environment at

\(^{16}\) “Report on the allocation of the Government Budget and part of the lottery income intended for the financing
of programmes and projects of NGOs” for the year 2004 was made by the Government Office for Cooperation
with NGOs. According to the available data (not all the State institutions submitted their financial reports) the
intended amount was 77.414.376,02 Kuna (approx. 10.461.402,00 EUR). Data gathered for the year 2005
amounts to 71.928.792,61 Kuna. (approx. 9.720.107,00 EUR). Not all reports were submitted.
both the national and local community levels. However, some of the CSOs, especially in dislocated rural areas, which could also contribute to local development, are smaller and weaker thus need support in many aspects.

Therefore, regional training (in PCM, PRAG, etc.) will be organized during the publication period of the open Call for Proposals financed by the Government Office for NGOs.

4. **Institutional Framework**

The Contracting Authority for the project will be the CFCU, with ex-ante approval of the ECD. The CFCU will be responsible for all tendering, contracting and grant disbursement in relation to the Grant Schemes.

The CFCU shall further be responsible for:
- Issuing of Call for proposals in accordance with the Practical Guide
- Establishing the Evaluation Committee in accordance with the Practical Guide, and providing a chairperson and secretary to the Committee;
- Approval and conclusion of grant contracts recommended by the Evaluation Committee;
- Disbursement to grant beneficiaries;
- Publishing and regularly updating information on their Internet site, including Call for Proposals and Guidelines for Applicants
- The outputs of the CFCU are subject to ex-ante approval of the ECD

Government Office for the Cooperation with NGOs as a Project implementation unit (PIU) will be responsible for:
- Preparation of the key documents (Guidelines for Applicants, Call for Proposals),
- Participation in providing written answers to the applicants during the Call for Proposals
- Participation in the Evaluation Committee as voting member(s)
- Contribution to monitoring and control of the grant contracts performed by the CFCU.

MFAEI:
- Establishing an appropriate project monitoring and evaluation system in accordance with the Practical Guide

ECD:
- Ex-ante control

**Supervision of the project:**
The Project Steering Committee (PSC) will undertake monitoring of the project at the strategic level. The following institutions will be represented on the PSC:
- The Contracting authority (CFCU),
- Ministry of Foreign Affairs and European Integration,
- EC Delegation in Croatia,
- Council for Civil Society Development (member appointed by the Council),
- Ministry of Family, War-veterans and Intergeneration Solidarity,
- Ministry of Environmental Protection, Physical Planning and Construction,
- Ministry of Culture, Nature protection department,
- Government Office for Gender Equality,
- Government Office for Human Rights,
- Government Office for National Minorities,
- Office for the Prevention of Corruption and Organised Crime (USKOK),
- Croatian Parliament, Committee on Human and National Minority Rights,
- Foundation for Civil Society Development,
- Government Office for NGOs.

The Head of the PIU will act as a chairperson of the PSC.

5. **DetaileD Budget**

<table>
<thead>
<tr>
<th>Year 2006 Institution Building support</th>
<th>Phare/Pre-Accession Instrument support</th>
<th>Co-financing</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>€M</strong></td>
<td>National Public Funds (*)</td>
<td>Other Sources (***)</td>
<td>Final beneficiaries</td>
</tr>
<tr>
<td></td>
<td>€M</td>
<td>€M</td>
<td>€M</td>
</tr>
<tr>
<td>I. Grant Scheme</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Subsector 1: Environmental Protection and Sustainable Development</td>
<td>860.000,00</td>
<td>107.500,00</td>
<td>107.500,00</td>
</tr>
<tr>
<td>Subsector 2: Democracy and Human Rights</td>
<td>860.000,00</td>
<td>107.500,00</td>
<td>107.500,00</td>
</tr>
<tr>
<td>Subsector 3: Youth</td>
<td>660.000,00</td>
<td>85.000,00</td>
<td>85.000,00</td>
</tr>
<tr>
<td>II. CFCU Management</td>
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</tr>
<tr>
<td>Assessment costs</td>
<td>20.000,00</td>
<td>0,00</td>
<td>0,00</td>
</tr>
<tr>
<td><strong>Institution building support – sub-total</strong></td>
<td>2.400.000,00</td>
<td>300.000,00</td>
<td>300.000,00</td>
</tr>
<tr>
<td><strong>% of total public funds</strong></td>
<td>max 80%</td>
<td>min 10%</td>
<td>min 10%</td>
</tr>
<tr>
<td>Total project 2006</td>
<td>2.400.000,00</td>
<td>300.000,00</td>
<td>300.000,00</td>
</tr>
</tbody>
</table>

* Additional funds (10.000€) for the short-term training on PCM for CSOs in 4 regions will be allocated from the Governmental Office for Cooperation with Non-governmental organizations’ budget line.
**In addition, no grant may exceed 90% of the total eligible costs of the action. The balance must be financed from sources other than the national public funds or the European Community budget.**

1. All **investment** sub-projects supported by PHARE must receive co-financing from **national public funds**. Minimum requirement for co-financing from national public funds is 25% of the combined PHARE and national contributions to the overall investment support.

2. Many Institution building projects will also have a degree of co-financing – this should be quantified and included wherever possible.

3. Expenditure related to equipment (regulatory infrastructure or ESC-related) and to Technical Assistance supporting investment (e.g. pre feasibility study / supervision of works / technical specifications) should be considered as Investment support in the project fiche.

4. All co-financing must be provided on a joint basis. Parallel co-financing will, in a principle, not be accepted. Exceptions to this rule have to be agreed with the Commission in advance.

5. All co-financing should be clearly quantified, also the degree of certainty of such co-financing (i.e. for National Public Funds: is it already earmarked in local or national budget, for FIs Loans, private funds: are they already approved/ under appraisal, etc.).

6. Where parallel co-financing is accepted and justified per exception to the normal rule it should be provided in monetary form. If this is not possible there should be clear criteria set out for the valuation of any non-monetary contributions (that should be quantified in the table).

7. If twinning is involved, clearly state the expected budget of the twinning covenant.

8. The financial engineering of the project should be closely monitored against actual delivery during implementation and against the objectives that were set in the project fiche so that corrective actions may be taken where required.

6. **IMPLEMENTATION ARRANGEMENTS**

6.1. **Implementing Agency**

The CFCU at the Ministry of Finance is responsible for the tendering, contracting and disbursement of all the project’s components in line with the DIS principles and the PRAG.

**The Programme Authorizing Officer for the project is:**

Mrs. Vladimira Ivandić

*Asistant Minister*

Central Finance and Contracting Unit
Ministry of Finance
Katančićeva 5,
10000 Zagreb
Tel: +385 1 4591 – 245
Fax: +385 1 4591 – 075
E-mail: cfcu@mfin.hr

The Senior Programme officer (SPO) at the Governmental Office for Cooperation with Non-governmental Organizations is responsible for the technical management and authorizations associated with the project’s components to the CFCU, inputs in
relation to the corresponding evaluation of technical offers, plus follow-up contract implementation and monitoring, approval of contract outputs and confirmation to the CFCU that no technical constraints (as opposed to procedural or budgetary constraints) exist in relation to the CFCU’s processing contractual payments.

The Senior Programme Officer for the project is:
Mrs. Jadranka Cigelj
*Head of the Governmental Office for Cooperation with NGOs*
Governmental Office for Cooperation with Non-governmental Organizations
Vukovarska street 78,
10000 Zagreb

### 6.2 Twinning

Not applicable

### 6.3 Non-standard aspects

All aspects of project procurement and implementation will be carried out in full compliance with the competitive tender/contract procedures outlined in the PRAG.

### 6.4 Contracts

The number of individual grant-contracts to be signed will vary depending on the number of proposals received and the respective grant amounts approved for funding. The total Phare funds available for Grants are 2,380,000 €.

### 7. IMPLEMENTATION SCHEDULE

<table>
<thead>
<tr>
<th>Grant scheme</th>
<th>Start of tendering call for proposals</th>
<th>Start of project activity</th>
<th>Project completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open call 1</td>
<td>2007, Quarter 2</td>
<td>2008, Quarter 1</td>
<td>2008, Quarter 4</td>
</tr>
<tr>
<td>Open call 2</td>
<td>2007, Quarter 3</td>
<td>2008, Quarter 2</td>
<td>2009, Quarter 1</td>
</tr>
<tr>
<td>Open call 3</td>
<td>2007, Quarter 2</td>
<td>2008, Quarter 1</td>
<td>2008, Quarter 4</td>
</tr>
</tbody>
</table>

### 8. EQUAL OPPORTUNITY

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 gender, racial or ethnic origin, religion or belief, disability, age or sexual orientation.

Specifically in relation to the issue of equality between men and women, Croatia’s population (2001 census) constitutes 51.87% women and 48.13% men, with those in active employment (based on Labour Force Survey statistics, conducted in accordance with ILO methodology, for the second half of 2002) divided into 45.31% women and 54.69% men.

The assessors must consider the promotion of gender equality and equal opportunities in project proposals. The selection criteria for the grant scheme will favour projects that demonstrate a positive impact on equal opportunities.

All contractors shall be requested to provide monitoring data recording the participation of men and women in terms of expert inputs (in days) and of
trainees/beneficiaries benefiting under the project (in days) as an integral component of all project progress reports.

9. **ENVIRONMENT**
   Not applicable

10. **RATES OF RETURN**
    Not applicable

11. **INVESTMENT CRITERIA**
11.1. **Catalytic affect**
    Not applicable

11.2. **Co-financing**
   The Government of the Republic of Croatia will ensure provision of 300,000,00 € from national government resources, which represents an additional 10% to ensured funds from Phare.

11.3. **Additionallity**
    Not applicable

11.4. **Project readiness and size**
    Not applicable

11.5. **Sustainability**
    Not applicable

11.6. **Compliance with state aids provisions**
    Not applicable

12. **CONDITIONALITY AND SEQUENCING**
   Key milestones will be:
   - Open calls – within 6 months of the date of signature of the Financing Agreement for subsectors 1 and 3 and within 9 months for subsector 2.
   - Start of grants implementation for subsector 1 and 3 is envisaged in the first quarter of the second year and for subsector 2 within the 2nd quarter of the second year, starting with the date of the Financing Agreement signature. Planned closure of the contracting window is considered essential to ensure that implementation and disbursement is completed within the allowed disbursement period.
Annexes to the Project Fiche:

1. Logical Framework Matrix
2. Detailed Implementation Chart
3. Contracting and Disbursement Schedule
4. Reference List of Relevant Laws and Regulations
5. Reference List of Relevant Strategic Plans and Studies
### Annex 1: Logical Framework Matrix

#### Enabling of Civil Society Sector for active contribution in the pre-accession process

<table>
<thead>
<tr>
<th>Government Office for NGOs</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Overall objective</strong></td>
</tr>
<tr>
<td>To enable participation and active contribution of CSOs(^{17}) in developing, implementing and monitoring public policies and Acquis related policies (at all levels) in Croatia and contributing in raising of awareness of the benefits and challenges of EU accession.</td>
</tr>
<tr>
<td><strong>Objectively Verifiable Indicators</strong></td>
</tr>
<tr>
<td>Mechanisms for dialogue among all sectors and public participation in developing, implementing and monitoring of public policies (based on real needs and aligned with the EU Acquis) established</td>
</tr>
<tr>
<td><strong>Sources of Verification</strong></td>
</tr>
<tr>
<td>- Project Final Report</td>
</tr>
<tr>
<td>- European Commission reports</td>
</tr>
</tbody>
</table>

| **Project purpose** |
| To support CSO’s projects that contribute to successful accession related reform processes, meeting of political criteria for EU membership, implementation of the Acquis (where applicable) in the following sub-sectors: - environment and sustainable development, - democratisation and human rights, - youth, through intra-sectoral and cross-sectoral cooperation, partnership and networking. |
| **Objectively Verifiable Indicators** |
| - No. of “good practice” examples of CSO’s contribution/influence on developing, implementing and monitoring of strategic documents, programmes and plans in priority sub-sectors |
| - No. of “good practice” examples of CSO’s influence on formulation, implementation and monitoring of legal regulations in aligning with the Acquis |
| - No. of examples of successful intra-sectoral and cross-sectoral cooperation and/or partnerships in solving concrete problems within priority sub-sectors |
| - No. of successfully implemented projects in priority sub-sectors |
| **Sources of Verification** |
| - Reports and official data of local and regional authorities |
| - National reports on accession |
| - Interim and final grantees’ reports |
| - Monitoring reports |
| - Reports of international and intergovernmental organisations |
| - Publications and internet sites |
| - Media reports |
| - Results of public opinion polls |
| **Assumptions** |
| - Political will of public authorities to continue and upgrade started partnerships and establish new ones |
| - Media open and willing to report on positive examples |
| - CSOs informed and knowledgeable about accession related reforms in the priority sub-sectors |

\(^{17}\) CSO – Civil Society Organisations
1. Increased public participation in developing, implementing and monitoring of public policies at all levels and improved capacity of CSOs to influence public policy, due to:
   - Improved cooperation among CSOs and
   - Improved cooperation among the Civil Society Sector and the Public Sector at national, regional & local level as well as with the private sector;
2. Increased understanding among wider public and knowledge of CSOs on:
   - The accession process and its impact on Croatia;
   - Acquis related issues;
   - EU values and the concept of European citizenship.

### Results

<table>
<thead>
<tr>
<th>Objectively Verifiable Indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of implemented projects in cross sectoral cooperation/partnerships</td>
<td>Evaluation Committee Report</td>
<td>- Political will at the local level to actively participate, implement and provide additional matching resources</td>
</tr>
<tr>
<td>No. of concrete “good practice” examples of participatory local development</td>
<td>Grantees’ reports</td>
<td>- Sufficient interest of target groups of final beneficiaries</td>
</tr>
<tr>
<td>No. of CSOs involved in government programmes</td>
<td>Media coverage and press clippings</td>
<td>- CSO investing continuously &amp; purposefully their internal resources</td>
</tr>
<tr>
<td>No. of projects by CSOs networks or in partnerships of several CSOs</td>
<td>Sub-sectoral reports</td>
<td>- Visibility of CSOs at the local level</td>
</tr>
<tr>
<td>No. of concrete “good practice” examples of public &amp; CSO participation in developing, implementing and monitoring of local, regional and national strategic documents, plans and programmes in priority sub-sectors</td>
<td>Reports from the workshops</td>
<td>- Wider public and other sectors continuously participating in the activities</td>
</tr>
<tr>
<td>No. of participants in trainings, workshops and public discussions about accession &amp; Acquis in priority sub-sectors, about EU values and European citizenship</td>
<td>CSOs publications and internet sites</td>
<td></td>
</tr>
<tr>
<td>Level of improved knowledge in regards to Acquis, EU values and European citizenship</td>
<td></td>
<td></td>
</tr>
<tr>
<td>No. of projects that promote intercultural values and European citizenship</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Activities

<table>
<thead>
<tr>
<th>1. Activities</th>
<th>2. Means</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implementing and managing the Grant scheme:</td>
<td>Grant scheme:</td>
<td>- CSOs informed about Call for proposals and sufficiently prepared for writing project proposals</td>
</tr>
<tr>
<td>- prepare the Guidelines for Applicants</td>
<td>- Management of “non-contractual” part of the Grant scheme (administrative, eligibility and technical assistance, etc)</td>
<td>- Sources for co-financing ensured</td>
</tr>
<tr>
<td>- launch Call for proposals</td>
<td>- Grant contracts</td>
<td>- Sufficient number of quality project proposals</td>
</tr>
<tr>
<td>- advertise the Grant scheme</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- establish Review committee(s)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- support to potential applicants</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- evaluation of the proposals</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Grant scheme: 2,980,000 €
- monitoring the implementation of grants
- reporting

| Sub-sectors for which the Call for proposals will be launched with the overall priority of local development and citizens participation through cross & intra-sectoral cooperation and/or partnerships and relevant themes are the following:
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. ENVIRONMENTAL PROTECTION AND SUSTAINABLE DEVELOPMENT</td>
<td></td>
</tr>
<tr>
<td>a) Raising awareness and providing education on responsible management of environment and sustainable development</td>
<td></td>
</tr>
<tr>
<td>b) Actions related to the efficient use of energy, use of renewable energy and sustainable construction</td>
<td></td>
</tr>
<tr>
<td>c) Nature protection with specific emphasis on biodiversity, encouraging participation of CSOs in biodiversity protection</td>
<td></td>
</tr>
<tr>
<td>2. DEMOCRATISATION AND HUMAN RIGHTS</td>
<td></td>
</tr>
<tr>
<td>a) Anticorruption measures</td>
<td></td>
</tr>
<tr>
<td>b) Local community mobilization and organising for solving local problems, especially of marginalized groups</td>
<td></td>
</tr>
<tr>
<td>c) Protection of children’s rights</td>
<td></td>
</tr>
<tr>
<td>d) Promotion of gender equality</td>
<td></td>
</tr>
<tr>
<td>3. YOUTH</td>
<td></td>
</tr>
<tr>
<td>a) Promotion and active participation of youth in the creation and implementation of development policies at the local level</td>
<td></td>
</tr>
<tr>
<td>b) Ensuring access to information important for life and work of young people</td>
<td></td>
</tr>
<tr>
<td>c) Support and promotion of non-formal education and voluntary work</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preconditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
</tr>
<tr>
<td>Project Title</td>
</tr>
<tr>
<td>-------------------------------------------</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Environmental Protection and Sustainable Development</td>
</tr>
<tr>
<td>Democratisation and Human Rights</td>
</tr>
<tr>
<td>Youth</td>
</tr>
<tr>
<td>CFCU Management – Assessment</td>
</tr>
</tbody>
</table>
### Annex 3 – Contracting and Disbursement Schedule (PHARE funding only)

#### Cumulative contracting schedule by quarters in EUR (provisional)

<table>
<thead>
<tr>
<th>Project Title</th>
<th>2006</th>
<th>2007</th>
<th>2008</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>IV</td>
<td>I</td>
<td>II</td>
<td>III</td>
</tr>
<tr>
<td>Environmental Protection and Sustainable</td>
<td>860,000</td>
<td>860,000</td>
<td>860,000</td>
<td>860,000</td>
</tr>
<tr>
<td>Development</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Democratisation and Human Rights</td>
<td>860,000</td>
<td>860,000</td>
<td>860,000</td>
<td>860,000</td>
</tr>
<tr>
<td>Youth</td>
<td>660,000</td>
<td>660,000</td>
<td>660,000</td>
<td>660,000</td>
</tr>
<tr>
<td>CFCU management - Assessment</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
</tr>
<tr>
<td>TOTAL (EUR):</td>
<td>1,540,000</td>
<td>2,400,000</td>
<td>2,400,000</td>
<td>2,400,000</td>
</tr>
</tbody>
</table>

#### Cumulative disbursement schedule by quarters in EUR (provisional)

<table>
<thead>
<tr>
<th>Project Title</th>
<th>2006</th>
<th>2007</th>
<th>2008</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>IV</td>
<td>I</td>
<td>II</td>
<td>III</td>
</tr>
<tr>
<td>Environmental Protection and Sustainable</td>
<td>688,000</td>
<td>688,000</td>
<td>688,000</td>
<td>860,000</td>
</tr>
<tr>
<td>Development</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Democratisation and Human Rights</td>
<td>688,000</td>
<td>688,000</td>
<td>688,000</td>
<td>860,000</td>
</tr>
<tr>
<td>Youth</td>
<td>528,000</td>
<td>528,000</td>
<td>528,000</td>
<td>660,000</td>
</tr>
<tr>
<td>CFCU management – Assessment</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
</tr>
<tr>
<td>TOTAL (MEUR):</td>
<td>1,236,000</td>
<td>1,924,000</td>
<td>1,924,000</td>
<td>2,268,000</td>
</tr>
</tbody>
</table>

21
Annex 4: Reference List of Relevant Laws and Regulations

**Overall:**
- Law on associations (OG, No. 88/01)
- Law on Local and Regional Self-government (OG, No. 33/01, 60/01)

**Environment and Sustainable Development:**
- Environmental Protection Act (OG, No. 82/94, 128/99)
- Law on nature protection (OG, No. 70/05)
- Ordinance on Environmental Impact Assessment (OG, No. 59/00, 136/04)
- Waste Act (OG, No. 178/04)
- Regulation on Environmental Information System (OG, No. 74/99, 79/99)
- Ordinance on Packaging Waste Handling (OG No. 53/96)
- Ordinance on requirements for Handling Waste (OG, No. 123/97, 112/01)
- Ordinance on Waste Types (OG, No. 27/96)
- Construction act (OG No. 175/03, 100/04)
- Energy Law (OG, No. 68/01; 177/04)
- Law on regulation on energy activities (OG, No. 177/04)

**Democratization and Human Rights:**
- Constitutional Law on Human Rights and Freedoms and Rights of Ethnic and National Communities or Minorities in the Republic of Croatia (OG, No. 51/00)
- Law on gender equality (OG, No. 116/03)
Annex 5: Reference List of Relevant Strategic Plans and Studies

Overall:
- National Program for the Integration of the Republic of Croatia into the European Union 2005 (OG, No. 90/04)

Environmental protection and Sustainable Development
- National Environmental Strategy (OG No. 46/02)
- National Environmental Action Plan (NEAP) (OG, No. 46/02)
- Waste Management Strategy (OG, No. 130/05)
- Energy Strategy for Sustainable Development (OG, No. 38/02)
- National Strategy and Action Plan for Biodiversity Protection (OG, No. 81/99)
- Convention on Biological Diversity (OG – “International Treaties” 1/6/96)
- Convention on the Conservation of European Wildlife and Natural Habitats (Bern Convention) (OG – “International Treaties” 3/5/00)

Democratization and Human Rights:
- National programmes for the Fight against Corruption and Action Plan (OG No. 33/2002); draft of the National Programme for the Fight against Corruption 2006-2008.
- National Programme for Protection and Promotion of Human Rights 2005.-2008., currently under revision
- National policy for the promotion of gender equality 2001-2005 (OG, No. 112/2001)
- European Convention on Human Rights, Council of Europe, 4.11.1950. Rome

Youth:
- Communication from the Commission to the Council on European policies concerning youth – Addressing the concerns of young people in Europe implementing the European Youth Pact and promoting active citizenship /SEC (2005) 693
- European Youth Pact, adopted by the European Council in Brussels, 22-23 March 2005
- Revised European Charter on the Participation of Young People in Local and Regional Life, adopted by the Congress of Local and Regional Authorities of Europe on 21 May 2003 (10th session – Appendix to the Recommendation 128)