

ExB Project Proposal

Presence in Albania

Project Title: Support the protection of children and minors from trafficking and labour exploitation

General Information

Project No.:

OSCE Dimension: Cross-dimension

Thematic Category: Anti-Trafficking

Programme Name: Governance in Economic and Environmental Issues

Geographical Area: Albania

Starting Date: 01 January 2016

Ending Date: 31 December 2016

Total Financial Requirements (in Euro):
74,900

Implementing Partner: ☒ Yes ☐ No

Beneficiaries:

- Children and young people vulnerable to human trafficking (children in residence institutions, unaccompanied minors, children in street situation; children returning from irregular migration);
- Children victims of trafficking and exploitation;
- Local Government Units and Regional Anti-Trafficking Committees;
- Child Protection Workers
- Office of the National Anti-Trafficking Co-ordinator, Ministry of Internal Affairs;
- State Agency on the Protection of Children's Rights;
- State Social Services;
- State Labour Inspectorate, State Police.

PROJECT MANAGER

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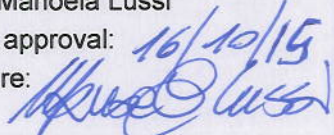
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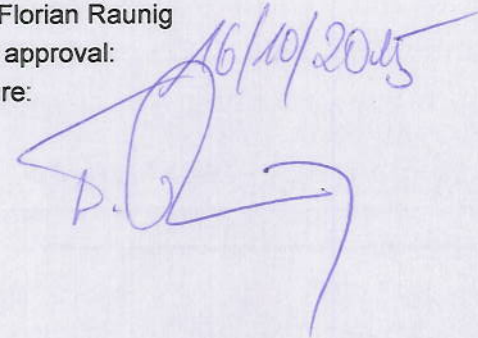
Date of approval: 16/10/15

Signature: 

Head of Presence

Name: Florian Raunig

Date of approval: 16/10/2015

Signature: 

1. Executive Summary

The Project aims to protect children from trafficking, exploitation and irregular migration in the municipalities of Tirana, Durrës, Elbasan, Fier and Shkodër. The Project will provide capacity building for child protection professionals and will facilitate vocational training and employment opportunities for young people. The Project aims to establish regular local-level co-ordination to manage the assistance towards child victims and potential victims of trafficking; reduce the vulnerability of children and young people to being trafficked and exploited, while also affording adequate protection and assistance to child victims of trafficking and exploitation.

The Project foresees: 1) an evaluation analysis of the efficiency of local-level protection mechanisms followed by capacity building for local-level child protection professionals on the provision of tailored assistance for child victims and potential victims of trafficking and exploitation, 2) development of performance indicators to measure these institutions' response and 3) promotion of vocational training as a means to prevent children's and minors' vulnerability to trafficking and exploitation, delivery of scholarship and information about safe migration.

The Project is designed and will be implemented in close co-ordination with central and local level institutions, such as the Office of the National Anti-Trafficking Co-ordinator, the State Agency for the Protection of Children's Rights (SAPCR), the municipalities of Tirana, Durrës, Elbasan, Shkodra and Fier.

The Project is a continuation of the OSCE Presence in Albania (hereinafter "the Presence") Extra-Budgetary Project "Support measures to fight child trafficking and exploitation in Albania" (IRMA No. 2500356), which was also implemented in these municipalities.

2. Background and Justifications

The project seeks to address several angles and concerns related to the need to better support and build the protection mechanisms in place for children and minors against their exploitation for labour or trafficking purposes. The Government recognised measures against child trafficking and promotion of children's rights among its key priorities in the draft National Social Reform and the National Anti-Trafficking Strategy for 2014-2017, which includes the Action Plan against Child Trafficking. The National Employment Strategy for 2014-2020 highlights vocational education and employment as a priority. However, despite the existence and quality of strategic and policy documents, the Government still lags behind with regards to the implementation of the policy framework and the adoption of a more synergized approach among relevant institutions. Importantly, consideration of the vulnerability element to human trafficking is needed when assisting children vulnerable to trafficking and exploitation, such as unaccompanied minors, children working in the streets, children involved in petty crimes and those in residential institutions and children from the Roma and Egyptian communities. The Project is designed in accordance with the OSCE Action Plan to Combat Trafficking in Human Beings, which recommends countries of origin "to take measures to raise levels of social protection and to create employment opportunities for all".

With regards to **child trafficking and migration of unaccompanied minors**, the Presence observes the lack of multidisciplinary and victim-oriented approach to child trafficking, especially at the local level. Improved inter-agency co-ordination and referral mechanism is needed to ensure that victims and potential victims of trafficking, especially minors, have access to assistance, support and protection, including re-integration upon return. There are several local level institutions responsible for the protection of children from trafficking and exploitation: Child Protection Units under the responsibility of the Municipalities, Regional Anti-Trafficking Committees under the responsibility of the Prefect and the State Social Services under the central Government. Still, their approach towards child protection remains a case-based or target group-based system. Lack of co-ordination and a synergised approach towards child protection, adding to the lack of adequate budgetary means, staff continuity and minimum standards of operation, has led to a persistent child trafficking situation in Albania.

Albania continues to be ranked as a country of origin of human trafficking, especially minors. Increased irregular migration of Albanian unaccompanied minors is observed. The lack of unhindered access to education, employment and social inclusion are among the main push factors of irregular migration. Such conditions persist upon the minors return to Albania, increasing their chances of becoming involved in trafficking and exploitation. An increasing phenomenon of Albanian unaccompanied minors towards EU countries was observed in the last 2-3 years. For instance, according to the Italian Ministry of Social Welfare, by the end of May 2015, Italy reported about the presence of 1,233 Albanian unaccompanied minors in its territory, representing 15% of the total number of unaccompanied minors in Italy.¹ Albanian minors were ranked at the top of potential human trafficking referrals in UK in 2014, whereby 117 Albanian minors were referred in the National Referral Mechanism.² Other countries such as France and Germany have also reported an increase of the presence of unaccompanied minors from Albania who migrate or seek protection through the asylum process in these countries using the visa free regime. In many cases, once returned to Albania, they lack in-country integration opportunities. According to the Deputy Minister of Interior/National Anti-Trafficking Co-ordinator's address in an IOM regional event on unaccompanied minors in September 2015, EU countries returned 91 children to Albania during the period of January-September 2015.

¹ Ministero del Lavoro e delle Politiche Sociali, Rapporto Nazionale Minori Stranieri Non accompagnati, Dati del 31 Maggio 2015. http://www.lavoro.gov.it/AreaSociale/Immigrazione/minori_stranieri/Documents/Report%20MSNA%2031-05-2015.pdf

² National referral Mechanism Statistics – End of the year summary 2014. <http://www.nationalcrimeagency.gov.uk/publications/national-referral-mechanism-statistics/502-national-referral-mechanism-statistics-end-of-year-summary-2014/file>

There is no official data on whether any of them were assisted as potential victims of trafficking, in accordance with the National Referral Mechanism, therefore receiving the adequate social and legal protection needed.

Since 2014, the Albanian Government has undertaken important steps concerning the phenomenon of **children in street situation**. A 2014 National Survey conducted by UNICEF identified over 2,500 children in street situation in Albania and at least one-third at risk of trafficking. Around 75 % of these children belong to the Roma and Egyptian communities, while less than 1 % of the Albanian population belongs to the ethnic minorities therefore demonstrating the high prevalence of Roma and Egyptian children in street situation and at risk of trafficking. Roma and Egyptian people continue to face very difficult living conditions and frequent social exclusion and discrimination, particularly regarding access to health care, social protection, education, employment and housing.

Only four cases of child trafficking were registered by the Prosecution Office in 2014, as reported by the National Anti-Trafficking Coordinator's Annual Report. According to the SAPCR, during the period of May 2014-2015, field teams in Tirana facilitated assistance for 70 families, including 140 children mostly working in begging. However, the Presence has observed a lack of systematic monitoring of the field teams and the follow-up assistance by any state or independent agency to evaluate the effectiveness of the field work. During 2014-2015, the Presence in co-operation with the SAPCR successfully introduced the Guidelines on the Protection of Children in Street Situation to the local level child protection professionals in the municipalities of Tirana, Durrës, Elbasan and Fier. Thanks to these activities, the Presence was able to understand the need to assess the institutional capacities to address the issues of child protection coupled with the lack of institutional co-ordination on child protection principles and policies.

The Presence has also monitored the situation in **state-run and NGO-run residence institutions**, where a lack of an anti-trafficking approach in child protection has become increasingly evident in supporting the social and economic integration of the beneficiaries. "Different and Equal" shelter for trafficked persons, which currently manages a rehabilitation programme for male victims of trafficking, assisted over 15 victims of trafficking (7 male and 8 female), who had been previously in residence institutions. According to the Ministry of Social Welfare and Youth, there are 857 children accommodated in 24 public and NGO-run residence institutions in Albania as per May 2014. According to the Albanian legislation, children may stay in a residence institution until the age of 16, after which they should live independently. Claims of violence and abuse against children within the residence institutions have also been raised. The social integration of these children is addressed in isolation, by the staff of the institutions only. Consequently, their access to adequate legal protection, education and employment is limited, making them easily prone to criminal activity, trafficking and exploitation.

In line with the OSCE Action Plan on Combating Trafficking in Human Beings, the Project will promote **vocational training awareness and professional education for vulnerable children and youth**. As confirmed by the numerous studies and data, poor socio-economic conditions are the main push factors of child trafficking and exploitation. The gap in effective training programmes for the vulnerable children and minors increases their economic vulnerability and makes them easy targets of various forms of exploitation. Additionally, the current vocational training system in Albania is a shared responsibility between the Ministry of Education and Sports and the Ministry of Social Welfare and Youth. The system is highly centralized, with a weak participation of the private sector and absence of regional and local authorities. According to a study of the Ministry of Labour and Social Affairs³, the current vocational education training curriculum is not producing graduates who have the knowledge, skills and occupational competence to enter the workplace. It is not fully aligned with the labour market needs and still includes an overemphasis on academic general as well as vocational theory subjects. The system also remains inaccessible to vulnerable young people (e.g. children in residence institutions, victims of trafficking or any form of exploitation, children involved in petty crimes, etc.) due to a lack of information and economic opportunities, and an unbalanced distribution of courses, which

³ http://www.sociale.gov.al/files/documents_files/ALB-Report-Survey-Public-VET-Provider_20_06_14_FINAL.pdf

are almost non-existent in remote areas. The composition of students and trainees shows that the current VET is gender-biased and non-inclusive. The current enrolment of girls/women into VET is limited. The share of male students at VSSs is 82%, while the share of female students at VSSs is only 18%.⁴

The project is also in line with the National Employment and Skills Development Strategy 2014-2020 when it emphasizes the need for "rationalization and re-conceptualization of the vocational education training providers' network according to labour market needs, migration and demographic trends, as well as principles of multi-functionality, equality, diversity and flexibility"⁵.

Since 2014, the Presence has highlighted child protection as a crucial strategy to prevent child trafficking and labour exploitation. Through contributions from the Italian Ministry of Foreign Affairs, the Presence currently implements the Project: "Support measures to fight child trafficking and exploitation in Albania", under which support is provided to the State Child Protection Agency, the Ministry of Internal Affairs and Local Government Units to address the phenomenon of children in street situation. Thanks to the series of activities encompassed in this project, over 300 children have been removed from the streets since the supported Action Plan was launched in August 2014. In the course of the Project implementation, the vulnerability to human trafficking and exploitation of children living in residence institutions has emerged as another major concern.

The Project will be co-ordinated with the SAPCR, the Office of the National Anti-Trafficking Coordinator and the targeted municipalities. It will create synergies with the on-going social services reform and the territorial administrative reform, to ensure local-level ownership of the project's results.

The Project benefits from the Presence's expertise in the areas of anti-trafficking and child protection. The Project falls within the Mandate of the Presence to provide assistance in close consultation and co-operation with the Government of Albania and other State institutions and organizations, to the Albanian authorities as well as to representatives of civil society groups in the area of anti-trafficking. It complements the on-going anti-trafficking efforts of the Presence in capacity-building for police and labour inspectors to identify trafficking for labour exploitation and in supporting the development of policies to prevent child trafficking and exploitation, especially for children in street situation. The Project beneficiaries are children and young people vulnerable to human trafficking (children in residence institutions, unaccompanied minors, children in street situation, children returning from irregular migration, children from the Roma and Egyptian communities), children victims of trafficking and exploitation, Local Government Units and Regional Anti-Trafficking Committees, Child Protection Workers, Office of the National Anti-Trafficking Co-ordinator, Ministry of Internal Affairs, State Agency on the Protection of Children's Rights, State Social Services and State Labour Inspectorate. The Project will complement vocational training programmes run by other international actors, such as the Italian Cooperation for Development national programmes supporting vocational education and Small and Medium Enterprises. This Project will ensure that vocational education and employment opportunities are developed, taking into consideration the particular vulnerability of children and young people to human trafficking and exploitation.

The project directly contributes to the UBP 2015 Outcome Increased effectiveness of the national authorities to prevent human trafficking, protect victims of trafficking and prosecute offenders and corresponding output 1.2.1. Institutions take more effective action against human trafficking, including labour exploitation, and provide adequate protection to trafficked persons, especially children.

3. Project Objective

Protection mechanisms for children against trafficking, exploitation and irregular migration are strengthened.

4. Project Results

⁴ Ibid.

⁵ http://www.seecel.hr/UserDocsImages/Documents/EMP-SKILLS-STRATEGY_Albania.pdf

Result 1 Enhanced institutional capacities to protect victims and potential victims of child trafficking and exploitation

Indicators:

- Gaps and needs to prevent child trafficking and exploitation are identified and shared.
- Findings of the situation analysis are used by state agencies and other stakeholders to guide actions to prevent child trafficking and exploitation;
- OSCE reports about trafficking related activities;
- Number of children referred for assistance by the local level institutions, based on the child care plans;
- Local standards and/or action plans on protecting children from trafficking and exploitation are in place;
- The State Agency on the Protection of Children's Rights issues Bi-annual reports based on the local-level performance indicators;

Means of verification:

- Copy of the situation analysis;
- Copy of the SAPCR bi-annual reports;
- Regular reports from SAPCR and National Anti-trafficking Co-ordinator;
- Action plans drafted by local authorities;
- List of government and non-governmental participants in the various consultative and fact-finding activities within the framework of the evaluation;

Activity 1.1 Situation analysis on the efficiency and needs of the local-level mechanisms to protect victims and potential victims of child trafficking and exploitation

An evaluation analysis will be conducted in the five municipalities to evaluate the efficiency of the local-level practices, gaps and needs in the provision of care and protection to unaccompanied minors, children in street situation and children in residence institutions, children from the Roma and Egyptian communities. These municipalities were selected due to the high prevalence of child trafficking and other related phenomena, such as children exploited in begging, waste recycling. The Action Plan on the Protection of Children in Street Situation is currently implemented in these municipalities. The analysis will be conducted in partnership with the SAPCR and the Municipalities' Social Services Directorates, the Regional Police Directorates. It will include recommendations to strengthen the child protection system in the project areas, taking into account the particular vulnerabilities of the above-mentioned target groups and the different impact on men and women, boys and girls. Sex-disaggregated data will also be provided. The analysis findings will define the capacity building activities foreseen under this Activity.

Sub-activity 1.1.1 Prepare the grounds for the situation analysis (no-cost activity)

The Project Manager will conduct preliminary meetings with the relevant institutions to introduce the purpose of the activity and the methodology; will guide the consultants throughout the analysis to ensure synergies between the anti-trafficking and child protection approach as well alignment with other related developments that the consultants should consider, such as the advancement of the social services reform, decentralisation reform, anti-trafficking and border police work. Weekly meetings with the consultants and the SAPCR will take place to ensure the fulfilment of the Project's objective throughout the analysis. The Project Manager will chair the workshops planned. The Project staff will facilitate all the relevant meetings and the sub-activities foreseen.

Sub-activity 1.1.2 Hire two national consultants to design and conduct the situation analysis. The consultants will be contracted for 30 working days during 3 months. They will be responsible for proposing the outline of the evaluation, including the methodology and implementation plan, data collection and interpretation, drafting the analysis, and presenting it in the final workshop. The consultancy will consist of the Sub-activities 1.1.1 – 1.1.7;

Sub-activity 1.1.3 Desk review of the existing local level mechanisms to protect children from trafficking and exploitation (5 days SSA);

Sub-activity 1.1.4 Meetings/interviews with central-level institutions to gather feedback and suggestions based on their evaluation of the situation; the meetings will be defined in consultation with the Project Manager (10 days SSA).

Sub-activity 1.1.5 Five focus groups meetings at local level with stakeholders to discuss the local institutions' concerns, practices, needs; Around 30 persons for each focus group are envisaged, representing state institutions and local NGOs which provide daily and/or residence care to children (5 days SSA).

Sub-activity 1.1.6 Analysing and processing collected data. Finalisation of the evaluation analysis; **Translation** into English language (10 days).

Sub-activity 1.1.7 Publication and distribution: The evaluation analysis will be published in CD-ROMs (1,000 copies) in English and Albanian languages and will be distributed to the project' participants in CD-ROMs and in printed copies. It will also be posted on the OSCE website and the websites of the SAPCR and of the respective municipalities.

Sub activity 1.1.8 National workshop to present the analysis to central and local level institutions working on the prevention of child trafficking and exploitation, international organisations, civil society. Around 100 participants from the central-level institutions and NGOs and the municipalities involved in the Project will be invited. Feedback from participants will be gathered to be reflected in the course of the Project (1 day SSA).

Essential inputs to accomplish Activity 1.1	EUR
610001 National consultants (Two consultants * 150 EUR/day * 30 days)	9,000
610004 DSA for the national consultants (6 days for meetings; 4 focus groups (4 Municipalities, excluding Tirana) (2 persons * 10 trips * 66 EUR/trip)	1,320
610003 Travel costs for local meetings (0,2 EUR/km * 1100 km average)	220
620006 Room rent for five focus groups meetings (120 EUR/day * 5 locations)	600
620007 Catering for participants in the focus groups (5 EUR/person * 30 persons * 5 meetings)	750
610002 Production of data CDs with the evaluation (1000 CDs * 1.5 EUR/CD)	1,500
610002 Publication design	200
610001 SSA translator into English of the situation analysis (30 pages * 10 EUR/page)	300
620006 Room rent for national workshop (1 day * 300 EUR/day)	300
620007 Renting of microphone equipment for the national workshop (1 day * 300 EUR/day)	300
620007 Catering for participants in the national workshop (7 EUR/person * 100 persons)	700
610001 SSA – Two interpreters fee for the national workshop (2 interpreters * 100 EUR/person)	200
620007 – Stationeries for the meetings (250 persons in 6 events * 1 EUR/person)	250
Total amount for Activity 1.1	15,640

Activity 1.2 Capacity-building for child protection workers, social services and residence institutions staff

A total of five training workshops (one for each municipality), will be organised, targeting the staff of Child Protection Units, State social services and residence care institutions, representatives of the Regional Anti-Trafficking Committees. Due to frequent staff turnovers, especially following the Local

Government Elections of June 2015, the staff is not knowledgeable about the child protection and anti-trafficking standards. The workshops will provide training on the child protection system as related to the protection of children from trafficking and exploitation, the procedures for the identification, referral and assistance to children vulnerable to trafficking and exploitation; designing and implementing child care plans according to the individual needs of the child, promoting gender equality and the Anti-Trafficking National Referral Mechanism. The findings of the Study (Activity 1.1) will be elaborated into the training objectives and materials.

Sub-activity 1.2.1 Co-ordination for the capacity building (no-cost activity). The workshops will be conducted in co-ordination with the State Child Protection Agency and the municipalities involved in the Project. The Project Manager will lead the preparation of the training materials to ensure reflection of all the developments in the child protection and anti-trafficking areas, before and during the Project. The Project Manager will also provide the necessary documentation for the preparation of the training materials, such as strategic documents, guidelines, OSCE commitments and relevant legislation. The Project Manager will also ensure co-ordination with other international actors to avoid activities' overlapping.

Sub-activity 1.2.2 Develop the training manuals. The manuals will be tailored to each vulnerability category (children in street situation; children forced in begging; victims of trafficking and exploitation; children in residence institutions; unaccompanied minors, children from the Roma and Egyptian communities), the responsibilities of each of the local level institutions involved, such as social services, police, health care, education, NGOs and the circumstances of each of the project's municipality. The two national consultants hired in Activity 1.1 will also be hired for the Activity 1.2 to ensure synergy with the findings of the situation analysis (15 days SSA).

The Project Manager will edit the training manual prepared by the consultants, to ensure compliance with the OSCE anti-trafficking commitments, synergy with other OSCE activities in the areas of human rights, child protection and anti-trafficking, as well as the ongoing reforms in the country that may impact the local level institutions. Different approaches to the work with boys and girls will be provided in the manual in order to take into consideration their different needs.

Sub-activity 1.2.3 Five full-day training workshops in each of the project locations of one day each will be organized for the child protection workers and social services. The aim of the workshops will be to train local level child protection professionals to address child protection through a holistic, coordinated approach that aims to protect children from the various forms of exploitation. Around thirty participants for workshop are expected. The Project staff will be responsible for the organisation of the workshops, including communication with the municipalities, invitations and logistical arrangements (5 days SSA).

Essential inputs to accomplish Activity 1.2	EUR
610001 National consultants (2 consultants * 150 EUR/day * 20 working days)	6,000
610004 DSA for the national consultants (2 consultants * 4 trips * 66 EUR/trip* 2 nights)	1,056
610003 Travel costs for local meetings (0,2 EUR/km * 500 km average)	100
620006 Room rent for 5 training workshops (120 EUR/day * 5 workshops)	600
620007 Catering for participants in 5 workshops (12 EUR/person * 30 persons * 5 workshops)	1,800
653001 Stationeries for the meetings (5 events * 30 persons * 1 EUR/person)	150
Total amount for Activity 1.2	9,706

Activity 1.3 Develop performance indicators to measure the functioning of the local-level anti-child trafficking mechanisms

The Project will support the development of indicators that measure how the local-level institutions fulfil their responsibilities to identify, refer and assist victims and potential victims of child trafficking. The responsibilities of the local level institutions, under the provisions of the Anti-Trafficking National Referral Mechanism and other instruments, such as the Law on child protection and its by-laws, will be disaggregated into indicators that measure institutional response to the phenomena. These indicators will be developed in a participatory process, involving the SAPCR and representatives of the police, child protection units, social services, health care and education at local level. The staff of the SAPCR will be trained on monitoring and reporting against the indicators. Special attention will be given to the creation of gender sensitive indicators and gender indicators.

Sub-activity 1.3.1 Co-ordination with the Ministry of Social Welfare and Youth and other relevant agencies. The Project Manager will co-ordinate with the SAPCR and the legal department of the Ministry of Social Welfare and Youth to ensure their full participation in this activity and that the reporting mechanism to be developed is endorsed and becomes an official report of the SAPCR.

Sub activity 1.3.2 Hiring of two national experts for 20 working days during a period of two months to analyse the legislation, develop the first draft of the performance indicators, hold five consultation workshops and train the staff of the SAPCR on the performance indicators. The experts must have expertise in the development of procedures on identification, referral and assistance of child victims of trafficking and exploitation.

Sub activity 1.3.3 Five local workshops, one in each project location, will be organized in order to gather feedback on the detailed duties of all the institutions involved in child protection and prevention of child trafficking (Regional Anti-Trafficking Committees, social services, police, education, health care). The workshops will aim to collect information on how their duties are carried out, reflected on the respective job description, the time allocated for their fulfilment, the human and logistic resources dedicated, the number of coordination meetings for each case, reports submitted to the various institutions etc. Around 20 child protection professionals identified by the Project Manager, in consultation with the SAPCR, municipalities, and the project's consultants will participate in each event. The staff of the SAPCR will also attend to ensure their close involvement throughout the process and reflection of their concerns as the national child protection coordinating mechanism.

Sub activity 1.3.4 Development of the performance indicators. The performance indicators will be proposed to the Ministry of Social Welfare and Youth as a by-law, supporting the Law on Child Protection. Considering the political aspect of such negotiation with the institutions, the Project Manager will be responsible for the communication with the Ministry of Social Welfare and Youth Legal Department to ensure that the performance indicators are officially endorsed.

Sub-activity 1.3.5 Training of the central institutions. Upon the finalisation of the performance indicators and their endorsement by the SAPCR, a one-day training of the SAPCR and the State Labour Inspectorate (responsible for monitoring the social assistance institutions) staff will take place. At least 20 participants are envisaged. The training will focus on enhancing the capacities of the SAPCR to monitor the local level agencies on the fulfilment of their duties to identify children victims and potential victims of trafficking and exploitation, refer them for adequate assistance, and coordinate with other counterparts outside their area of responsibility, provision of access to state-run services. The training will also cover information on how to draft periodic reports based on the performance indicators. The reason behind the use and inclusion of gender sensitive and gender indicators will be explained.

Essential inputs to accomplish Activity 1.3	EUR
610001 National consultants (2 consultants * 150 EUR/day * 20 working days)	6,000
610004 DSA for the national consultants during the	1,056

workshops (2 consultants * 4 trips * 66 EUR/trip * 2 nights)	
610003 Travel costs for consultation workshops (0,2 EUR/km * 1000 km average)	200
620006 Room rent for 5 consultation workshops (120 EUR/day * 5 workshops)	600
620007 Catering for participants in the consultation workshops (12 EUR/person * 20 persons * 5 workshops)	1,800
620006 Room rent for training of SAPCR in Tirana	300
620007 Catering for participants in the SAPCR training (12 EUR/person * 25 persons)	300
653001 Stationeries for 6 events/workshops and training (6 events * 20 persons * 1 EUR/person)	120
Total amount for Activity 1.3	10,376

Result 2 Vocational training education system and regular employment opportunities for youth are further developed⁶.

Indicators:

- Labour migration website is established and used by visitors;
- Child Protection Workers start developing individual plans for vulnerable children, including education and vocational training;
- Number of children from residence institutions and children working in unskilled street work registered in vocational training and acquire a profession;
- Cooperation agreements are signed between the child protection units and the vocational education programmes.

Means of verification:

- Labour migration website statistics;
- Data from the Ministry of Social Welfare and Youth about the work of Social Protection Workers;
- Co-operation agreements signed;
- Reports from NGOs working in the field with vulnerable communities and children;
- OSCE Presence observations from activities under the project, meetings with interlocutors.

Activity 2.1 Provision of information on safe migration and risks associated to the phenomenon of unaccompanied minors

Informative meetings at local level will take place in the five municipalities, in which an EU migration and labour expert will be invited as a guest speaker in local-level forums to explain the risks that unaccompanied minors face in their migration, safe migration opportunities, available qualification opportunities. Local authorities and minors between 16 and 18 years of age and parents, as well as local media will participate. The consultant will be hired for ten days, including preparation and participation in the informative meetings, which will take place in public premises in the five municipalities. The meetings will be facilitated by a local expert on migration issues, who will also be hired ten working days for the preparation and delivery of the meetings.

The Project's staff will make all the arrangements for the organisation of the meetings.

⁶ Albanian legislation does not make a distinction between children and minors.

Essential inputs to accomplish Activity 2.1	EUR
610001 Internationally contracted consultant (400 EUR/day * 10 working days)	4,000
610003 Travel for the international consultant (1 trip * 500 EUR/trip)	500
610004 DSA for the international consultant (120 EUR/day * 8 days)	960
610005 Terminal allowance for the international consultant (30 EUR * 4 terminal allowances)	120
610001 National consultant (100 EUR/day * 8 days preparation and delivery)	800
610001 Translator/interpreter in the events (100 EUR/day * 5 days)	500
610004 DSA for the national consultant and the translator/interpreter (2 persons * 4 trips * 66 EUR/trip)	528
620007 Microphone equipment for the meetings/half day use (5 meetings * 150 EUR/day)	750
Total amount for Activity 2.1	8,158

Activity 2.2 Develop labour migration webpage

A webpage on labour migration and vocational training opportunities will be developed as part of the Ministry of Social Welfare and Youth websites. Information will be included on the Albanian migration legislation and other useful resources, such as documentation to work abroad, the migrants' rights, vocational and professional development programs in the country, fees and other registration requirements. The webpage will be managed by the Directorate of Labour and Migration of the Ministry of Social Welfare and Youth. An experienced company will be hired, the contract with which will also include the training of the Ministry's staff on the page maintenance.

Sub-activity: Promotion of labour migration and vocational training opportunities on internet and social media (no-cost activity). All the awareness raising activities will be posted on the websites and social media of the OSCE, donor and project's partners. .

Essential inputs to accomplish Activity 2.2	EUR
610002 Establishment of webpage	4,000
610002 staff training on the use and update of the webpage	1,000
Total amount for Activity 2.2	5,000

Activity 2.3 Support access to vocational training programmes. An Implementing Partner (IP) will be hired for this activity in order to facilitate access to the available vocational training programmes for the project's beneficiaries (minors about to exit or who have exited residence institutions, minors returned to Albania due to their irregular migrant's situation, victims of trafficking and labour exploitation). The IP will work closely with the Child Protection Units of the target municipalities which have the institutional knowledge of the training needs in their locations, but also for the scope of introducing these units into potential future facilitation of the vocational programmes for young people. The IP will be selected in accordance with OSCE Financial and Administrative Instruction on the selection of Implementing Partners (FAI 15). The IP selection criteria will include previous experience in projects that enable youth access to vocational training programmes, a well-established local-level network of businesses, educational programs and NGOs, previous experience of working with vulnerable groups, such as minors in conflict with the law, minors returned from irregular migration, victims of trafficking and minority groups.

The Project Manager will closely follow-up the activity to ensure that regular coordination between the IP and the Child Protection Units takes place.

Sub-Activity 2.3.1 Mapping of the vocational training needs and available courses. The IP will conduct a mapping of the training needs and available courses for beneficiaries in the project's area. The mapping will include an overview of the access to vocational training for the vulnerable groups of youth between 16-18 years and over 18, the available free-of-charge and paid courses and their usefulness and adoptability to the job market. The mapping results will serve to design the vocational training opportunities under Sub activities 2.3.2 and 2.3.3 and will also be presented to the project's partner institutions at central and local levels.

Sub-Activity 2.3.2 Include access to vocational education in the local child and youth care plans. The IP will coach the staff of the municipalities involved in the Project on the specific needs of the vulnerable children and youth regarding vocational education and access to the labour market. Five training workshops in each municipality will be organized with the participation of the Child Protection Units, staff of the residence institutions, NGOs, labour and migration offices to coach them on the Albanian vocational training system, how to mainstream and facilitate training and employment in the care plan for each minor above the age of 15, cooperation with the business sector and NGOs that provide vocational training. Around twenty participants per training are expected. The training materials will be developed by the IP and will be consulted with the National Vocational Education Agency of the Ministry of Social Welfare and Youth. This activity will be coordinated with Sub-Activity 1.2.3 in order to include the vocational training component in the broader training perspective of the local child protection professionals. This Activity will take into account the barriers facing girls and women access to vocational educations by promoting courses that are attractive and culturally acceptable to girls, communicate with the families to ensure their support.

Sub-Activity 2.3.3 Awareness-raising on vocational education. An awareness and public outreach campaign will take place in the five municipalities to promote the long-term and short-term vocational training programmes. The IP will organise at least 20 information sessions in secondary schools and in the local communities promoting vocational training as opposed to unskilled irregular migration and low-skilled jobs, such as begging and waste recycling. The workshops will also provide information on how to access these training programmes through the local services, such as Child Protection Units and Labour Offices.

Sub-Activity 2.3.4 Scholarships for vocational training

The Project will fund twenty scholarships for participation in the vocational training in prestigious vocational courses in Tirana and the municipalities involved in the Project. The participants will be selected by a selection board, comprised of the Presence, the Child Protection Units and the SAPCR. The Project Manager in agreement with the above, will draft the selection criteria which the respective Child Protection Units will use for the issuance of the application notice. The Child Protection units will monitor the participation in the vocational training courses and report to the Board.

Essential inputs to accomplish Activity 2.3	EUR
623001 - IP staff costs <ul style="list-style-type: none"> mapping survey (2 persons * 150 EUR/day * 20 days) Preparation of the training materials (2 persons * 100 EUR/day * 5 days) Training delivery (2 persons * 100 EUR/day * 5 days) Awareness-raising sessions (2 persons * 50 EUR/day * 20 days) 	10,000
623003 - IP staff travel (0,2 EUR/km * 3,000 km average)	600
623004 - IP staff accommodation and meals (2 persons * 15 trips * 66 EUR/trip)	1,980

623005 - IP other (telephone costs, stationeries for 6 months/lump sum, printing the mapping survey results)	1,000
620007 - Scholarships for twenty young people (20 persons * 250 EUR/person)	5,000
Total for Activity 2.3	18,580

5. Risk Management

#	Risk	Impact	Probability	Response/Control Measures
1	Lack of commitment of the partner institutions to implement the agreed activities.	Critical	Not likely	The Project was designed in consultation with the SAPCR, the State Social Services and the staff of the municipalities concerned. Respective co-operation agreements will be signed with the agencies involved in the project, to ensure that individual commitments are respected.
2.	Political divisions between central and local levels institutions delay project activities.	High	Likely	Involve the project partners at the earliest stage of the project, through consultations and participation in the policy development.
3.	Low quality expertise in the project.	High	Not likely	The Presence has a very positive record of project consultants, selected in compliance with OSCE Staff Instruction No. 23/2006 on Special Service Agreements. Project consultants will be selected based on a vacancy notice and/or through the OSCE Presence's roster of experts. The Project manager will follow closely their work through regular meetings and reports, site visits, to ensure that the consultants' terms of reference are respected.
4.	Implementing Partner does not perform well.	High	Not likely	An IP with a proven positive record in the management of similar projects will be selected. The IP Terms of Reference will be detailed and with a strict timeline, which will be closely monitored by the Project's staff.
5.	Business sector does not collaborate in the vocational training and job placement component.	Medium	Not likely	The Presence has established a very positive cooperation with Biznes Albania, the principal business association of over 1,200 businesses. It has expressed eagerness to collaborate with the Presence in projects that enhance youth vocational training.
6.	Young people do not show interest to attend or complete the vocational	High	Not likely	The young people's interest in the vocational training is confirmed by the Presence on-going work such

training.				as meetings, workshops, studies on child trafficking and vocational education. Through awareness-raising on regular migration and employment, the Presence will promote the importance of vocational education. In addition, the mapping of education training will identify the young people's and market needs as well as the courses available which match these needs.
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6. Horizontal Issues

Ownership or involvement by its beneficiaries: The state institutions both at central and local levels have been involved in the drafting phase of the project and are committed to actively participate and be consulted throughout the project. The development of performance indicators, guidelines and procedures will allow these institutions to implement them beyond the project's closure.

Government support: The Project will create synergies with the on-going Social Services Reform and decentralisation reform. Such alignment is particularly important given the local-level nature of the project. All the activities will be closely co-ordinated with the SAPCR and other relevant institutions, with which the Presence has established a very positive co-operation and mutual trust.

Effects on vulnerable groups: The reduction of the vulnerability of children and young people, especially those in rural areas and belonging to minorities, is the central focus of the Project. Children and minors who are at risk of trafficking and exploitation due to their poor socio-economic conditions are the Project's main beneficiaries. The evaluations foreseen under Activities 1.1 and 2.1 will include focus groups and interviews with the Project's main beneficiaries to ensure that their needs and concerns are addressed appropriately in this Project.

Impact on gender relations and/or involvement of women: The studies and data referred to in the Project confirm that the young women and girls constitute the majority of victims and potential victims of trafficking. Over 80 % of the victims and potential victims of trafficking identified in Albania in 2014 were women. Their special needs and vulnerabilities will be taken into account throughout the Project, to ensure that documents, policies and any other intervention foreseen in the Project has a special objective of mitigating the vulnerability of young women and girls. The Project will ensure a gender balance the vocational education component. The project plans to address the gender perspective of human trafficking by acknowledging that the issue concerns both men and women differently, according to the vulnerability of each group. In all activities, the project will strive to include points and views from both men and women and the situation analysis will include a part focused on gender. With regards to the vocational training activities, the project will make sure that the selection criteria promotes equal opportunities and that the topics of the training sessions will be tailored according to different needs. The project will also strive to collect sex-disaggregated data.

7. Implementation Modalities

7.1 Timeline

Title	Months											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activity 1.1		X	X	X								
Activity 1.2					X	X	X					
Activity 1.3									X	X	X	
Activity 2.1		X	X	X								
Activity 2.2					X	X	X					
Activity 2.3									X	X	X	

7.2 Monitoring and Evaluation

The Project monitoring and evaluation will be conducted by the Project Manager and the Presence staff, including the Project Co-ordination Unit. The Project manager will follow closely all the project activities through attendance of meetings and training workshops, site visits, regular meetings with central and local levels stakeholders. All means of verification will be collected throughout the life of the project. Additionally, the Project Manager will monitor the progress towards the planned results and inform the donor accordingly. Indeed, two evaluation reports will be submitted to the donor. A mid-term narrative report will be submitted six months after the Project's starting date in the form of progress report and a final narrative and financial report will be submitted at the end of the Project.

The reports will include achievements against the indicators, challenges, co-operation with the institutions, recommendations for future similar actions and lessons learnt.

Three-monthly meetings will take place with the Donor, the Office of the National Anti-Trafficking Co-ordinator and the SAPCR to discuss project's achievements, challenges and coordination issues.

7.3 Partnership Framework

MoUs will be signed with each of the five municipalities, outlining the respective responsibilities. The Project will provide capacity building (Activity 1) and awareness-raising whereas the Municipalities will ensure staff participation in the project activities and support to the Child Protection Units and other social services structures.

As per FAI 15, an Implementing Partner Agreement will be signed with an Implementing Partner for the implementation of Activity 2.3.1-2.3.3. The Implementing Partner will be selected by a competitive process and will be responsible for the implementation of the vocational training component. To ensure constant follow-up and co-ordination with the Presence, the MoU will include bi-monthly meetings between the Project's staff and the IP and site visits and participation in meetings by the Project's staff.

7.4 Personnel Arrangements

- 1) One part-time Project assistant will be hired, in compliance with the OSCE Uniform Guidelines on the Administration of Project Personnel paid from Extra-Budgetary Funds and Staff Instruction 17/2004 on Standard Recruitment Procedures). The project assistant should have experience in supporting human rights, anti-trafficking projects' implementation; possess good knowledge of the organisation of the local government and of the anti-trafficking mechanisms in Albania. The Project assistant will support the implementation of the Project through administrative and logistic duties:
 - support the communication with the institutions and consultants;
 - facilitate with the Presence's Human Resources and Procurement Units the execution of the related procedures;
 - support the timeliness execution of the Project activities;
- 2) The consultants will be hired in compliance with the Staff Instruction no. 23/2006 on Special Service Agreements. The following consultants are envisaged:

Result 1:

- Two national consultants to develop the Situation Analysis Activity 1.1);
- Two national consultants to conduct five training workshops at local level (Activity 1.2);
- Two national consultants to develop the performance indicators and train the staff of the SAPCR (Activity 1.3).

Result 2:

- One international expert to inform on the regular migration and employment opportunities outside Albania (Activity 2.1);

The project will be managed by the above mentioned project manager with the additional support of the staff hired with Extra-Budgetary funds. Further support will be provided by the administrative offices within the Presence.

7.5 Procurement Modalities

All procurement and contracting required for this project will be carried out by the OSCE directly and in accordance with the Common Regulatory Management System.

7.6 Sustainability and Exit Strategy

The Project does not foresee the establishment of new local institutions and structures. Co-operation with the existing ones will contribute to the development of new anti-trafficking policies and will provide capacity-building at local level to pave the way for the institutions' own application of the anti-trafficking policies. The early involvement of the institutions which are both beneficiaries and partners in this project helps supporting their ownership of the results. Again, in this regard, also their feedbacks and concerns will be incorporated into all products of this initiative to the maximum extent possible.

The results of the *Situation analysis* and the *Mapping of the Vocational Training* will be widely disseminated and will be used for action by state and non-state institutions to enhance child protection. The development of performance indicators will establish solid ground for future work and give feedbacks about improvements necessary to meet international standards in this field of work. Integrating vocational education in the child care plans will contribute in the long-term provision of working skills for young persons and in reducing their vulnerability to trafficking and exploitation.

The Presence will promote the Project and its activities throughout its work and will urge the central and local level authorities to allocate adequate long-term resources to the protection of children from trafficking and exploitation. In addition, the Presence will keep monitoring and advising after the completion of the project.

7.7 Visibility

The Presence Political and Public Affairs Unit (PPAU) will provide guidance and advice on the visibility and media aspects of the Project, including media coverage of the public events, high-profile invitees, the website on migration information. PPAU will also advise on the development of a story for the OSCE website on the achievements of the Project or a personal success story.

The donor will be invited to participate in all the project activities and to deliver opening remarks in the Project's public events.

The donor's Visibility guidelines will be applied throughout the Project, including placement of the donor's logo and recognition of the donor's contribution in all the written materials and statements.

8. Budget

Project Financial Resource Requirements (EUR)

01 TASK: Capacity building	
610001 – SSA	21,200
610002 – Other contractual services	2,000
610003 - SSA Tickets	520
610004 - SSA DSA	3,432
620006 – Conferences/Seminars/Workshops-Facilities	2,400
620007 - Conferences/Seminars/Workshops-Other	6,170
TOTAL TASK 01	35,722
02 TASK: Awareness raising	

610001 – SSA	5,300
610003 - SSA Tickets	500
610004 - SSA DSA	1,488
610005 – SSA Terminal Allowance	120
620007 - Conferences/Seminars/Workshops-Other	5,750
641008 – Other Communication Services	5,000
623001 – IP – Other - Staff costs	10,000
623003 – IP – Other - Travel	600
623004 – IP – Other – Accommodation and Meals	1,980
623005 – IP – Other – Other	1,000
TOTAL TASK 02	31,738

03 TASK: Management and staff costs	
Staff costs	
523001 – Salary for 1 Part-Time Project Assistant G5 (500 EUR/month * 12 months)	6,000
523003 – Insurance for GS staff (120 EUR/month * 12 months)	1,440
Total for Staff Costs	7,440
TOTAL TASK 03	7,440
GRAND TOTAL	74,900

Annex 1 – Logical Framework Matrix

Project Strategy	Narrative Summary	SMART ⁷ Indicators	Means of Verification (MoV) ⁸	Assumptions
Unified Budget Programme Objective	More effective implementation of Good Governance policies and principles.	n/a	n/a	n/a
Project Objective	Protection mechanisms for children against trafficking, exploitation and irregular migration are strengthened.	<ul style="list-style-type: none"> Standard procedures to provide immediate protection and long term assistance to children vulnerable to human trafficking. Child protection unit holds monthly multidisciplinary meetings. Number of children removed from the streets and are registered at school. Number of children referred by the Child Protection Units in the vocational courses. 	<ul style="list-style-type: none"> IOs and NGOs reports; EU countries reports; Periodic reports of the Albanian State Institutions; Presence observation and reports about the child trafficking situation in Albania. 	<ul style="list-style-type: none"> Willingness of the state authorities and Local Government to allocate resources and dedication to the child protection issues. Political support to the implementation of the strategies and policies for child protection, fighting child trafficking and exploitation are approved.

⁷ Indicators: quantitative or qualitative references that provide a simple and reliable means to measure project progress and achievements. SMART: **S**pecific, **M**easurable, **A**vailable at an acceptable cost, **R**ealistic, **T**ime-Specific.

⁸ Means of Verification: sources of information used to verify progress towards, or achievement of, indicators.

<p>Project Results</p>	<p>Result 1 Enhanced institutional capacities to protect victims and potential victims of child trafficking and exploitation.</p>	<p>1.1. Gaps and needs to prevent child trafficking and exploitation are identified and shared.</p> <p>1.2. Findings of the situation analysis are used by state agencies and other stakeholders to guide actions to prevent child trafficking and exploitation;</p> <p>1.3. Number of children referred for assistance by the local level institutions, based on the child care plans;</p> <p>1.4. Local standards and/or action plans on protecting children from trafficking and exploitation are in place;</p> <p>1.5. The State Agency on the Protection of Children's Rights issues Bi-annual reports based on the local-level performance indicators;</p>	<p>1.1.1. Copy of the situation analysis;</p> <p>1.1.2. List of government and non-governmental participants in the various consultative and fact-finding activities within the framework of the evaluation;</p> <p>1.2.1. OSCE reports about trafficking related activities;</p> <p>1.3.1. Copy of the SAPCR bi-annual reports;</p> <p>1.4.1. Action plans drafted by local authorities</p> <p>1.5.1. Regular reports from SAPCR and National Anti-trafficking Co-ordinator;</p>	<p>2.1.1. Labour migration website statistics;</p> <p>2.2.1. Data from the Ministry of Social Welfare and Youth about the work of Social Protection Workers;</p>	<ul style="list-style-type: none"> • National Anti-Trafficking Coordinator, SAPCR and Municipalities are committed to the Project; • The Child Protection Units receive the support of the respective municipal structures; • There is central level coordination on implementation of legislation and policies. • A variety of public and private vocational training courses are available.
	<p>Result 2 Vocational training education system and regular employment opportunities for youth are further developed</p>	<p>2.1. Labour migration website is established and used by visitors;</p> <p>2.2. Child Protection Workers start developing individual plans for</p>			

<p>Activities</p>	<p>Activity 1.1 Situation analysis on the efficiency and needs of the local-level mechanisms to protect victims and potential victims of child trafficking and exploitation.</p> <p>Activity 1.2 Capacity-building for child protection workers, social</p>	<p>vulnerable children, including education and vocational training;</p> <p>2.3. Number of children from residence institutions and children working in unskilled street work registered in vocational training and acquire a profession;</p> <p>2.4. Cooperation agreements are signed between the child protection units and the vocational education programmes</p>	<p>2.3.1. Reports from NGOs working in the field with vulnerable communities and children;</p> <p>2.3.2. OSCE Presence observations from activities under the project, meetings with interlocutors.</p> <p>2.4.1. Co-operation agreements signed;</p>	<p>Activities 1.1 – 1.3</p> <ul style="list-style-type: none"> • Copies of consultants' contracts; • Consultants' reports; • Agendas and list of participants in workshops; • OSCE internal reports; <p>Activities 2.1 – 2.3</p> <ul style="list-style-type: none"> • IP terms of reference and compliance certificate; • Copy of the IP agreement; • Copies of IP's receipts; • Consultants' reports; • Agendas and list of participants in workshops 	<ul style="list-style-type: none"> • Suitable consultants are hired; • Suitable IP is hired; • Young people keep on showing interest in the vocational training;
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	<p>services and residence institutions staff.</p> <p>Activity 1.3 Develop performance indicators to measure the functioning of the local-level anti-child trafficking mechanisms.</p> <p>Activity 2.1 Provision of information on safe migration and risks associated to the phenomenon of unaccompanied minors.</p> <p>Activity 2.2 Develop labour migration webpage.</p> <p>Activity 2.3 Support access to vocational training programmes.</p>	<p>findings in the months 5, 6 of the project.</p> <ul style="list-style-type: none"> • Five training workshops take place in the 7th month of the project. • By the end of the project SCAPCR issues the first annual report based on performance indicators developed under the project. • Five information sessions on migration are organized by the 4th month of the project. • Labour migration website is operational and accessible by the 7th month of the project. • The vocation education mapping is published by the 9th month of the project implementation; • Boards is established for the vocational scholarships by the 9th month of the project; • Child Protection units refer candidates for scholarships by the 10th month of the project; 	<p>and meetings;</p> <ul style="list-style-type: none"> • Child protection units reports of the vocational training attendance. 	
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		<ul style="list-style-type: none"> Scholarships are granted and courses attended by 20 young persons by the end of the project. 		Preconditions 1) Strategies and action plans relevant to the Project's Objective are in place; 2) Central and local level institutions show willingness to cooperate with the Project; 3) Securing funds for the Project.
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Annex 2 - Procurement Plan Form

Description of Goods/ Services	Quantity	Estimated Cost EUR	Estimated date required (month or quarter)	Submission of PR, specification TOR to PCU by	Consultant for TOR drafting	Solicitation method RFQ/ ITB/RFP	Window Contract? Y/N	SEC Review	Technical Evaluation	Financial Evaluation	LOCAL FMMC Approval	SEC FMMC Approval (incl. scheduling)	OMMC Approval (incl. scheduling)	Contract negotiations and drafting	Delivery time (mobilization incl. customs clearance)	TOTAL LEAD TIME
Minimum Lead Times indicated in working days (5 days = 1 week)				Date required minus lead time = date for submission	10 days	7 to 50 days	--	5 days	3-15 days	1-5 days	5 days	10 days	15 days	5-30 days	TBD	

