



## **MUNICIPALITY OF FUSHË KOSOVË/KOSOVO POLJE IN PARTNERSHIP WITH THE RELOaD2 PROGRAMME ANNOUNCES:**

### **SECOND PUBLIC CALL FOR CIVIL SOCIETY ORGANIZATIONS FOR SUBMISSION OF PROJECT PROPOSALS TO THE REGIONAL PROGRAM FOR LOCAL DEMOCRACY IN THE WESTERN BALKANS 2**

#### **(ReLOaD2)**

The Regional Programme for Local Democracy in the Western Balkans 2 (ReLOaD2) is a European Union-funded initiative implemented by the United Nations Development Program (UNDP) in six Western Balkan countries, including Kosovo\*. This program is a continuation of the initiative Regional Programme for Local Democracy in the Western Balkans (ReLOaD, 2017-2020). The total budget of ReLOaD2 is 12.63 million euros (\$ 15.06 million), while the component for Kosovo is 1.38 million euros (\$ 1.64 million). The duration of the project is 48 months (January 2021 - December 2024). The overall objective of ReLOaD2 is to strengthen inclusive democracies in the Western Balkans and the EU integration process. The project will work to empower civil society and youth to be an active part of decision-making, promoting a legal and financial environment for civil society.

The specific objective of the programme is to strengthen cooperation between local government and civil society organizations in the Western Balkans by strengthening transparency in the financing of Civil Society Organizations from the local government budget. The ReLOaD2 programme also aims to promote civic engagement with a special focus on young people in order to become part of decision-making processes for the development of the community.

The ReLOaD2 programme will support seven partner municipalities (Dragash/Dragaš, Fushë Kosovë/Kosovo Polje, Mitrovicë/a South, Podujevë/Podujevo, Rahovec/Orahovac, Skenderaj/Srbica and Shërrtrpcë/Štrpce), with a holistic approach starting with increasing the capacity of municipal staff to project cycle management and LOD<sup>1</sup> methodology, grant, technical assistance during the announcement and implementation of public calls, technical assistance during the implementation of independent public calls as well as for the empowerment of youth in its territory.

Regarding the above, the Municipality of Fushë Kosovë/Kosovo Polje and the ReLOaD2 programme invite all Civil Society Organizations (CSOs) in Kosovo to submit project proposals in the following priority areas, however priority will be given to the CSOs operating in the Municipality of Fushë Kosovë/Kosovo Polje.

**CSOs based in Fushë Kosovë/Kosovo Polje Municipality with working experience in Fushë Kosovë/Kosovo Polje Municipality, are encouraged to apply.**

#### **General priorities (LOT 1)**

##### **1. Citizens' awareness of environmental protection**

- 1.1. Promotion of awareness activities for environmental protection
- 1.2. Increasing knowledge about the importance of environmental protection in schools
- 1.3. Involvement of citizens in the development of recreational activities in nature and its role for human health

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\* For the European Union, this designation is without prejudice to position on status and is in line with UNSCR 1244/1999 and the ICI Opinion on the Kosovo declaration of independence. For UNDP all references to Kosovo shall be understood in the context of the UN Security Council Resolution 1244/1999.

<sup>1</sup> [https://www.ks.undp.org/content/kosovo/en/home/operations/projects/poverty\\_reduction/regional-programme-on-local-democracy-in-the-western-balkans-re.html](https://www.ks.undp.org/content/kosovo/en/home/operations/projects/poverty_reduction/regional-programme-on-local-democracy-in-the-western-balkans-re.html)

## **2. Supporting economic development through women's employment and self-employment**

- 2.1. Support women's awareness of their rights in employment
- 2.2. Promotion of employment entities and mechanisms that provide employment opportunities
- 2.3. Paid internship support for recent graduates

## **3. Promotion of coexistence and inclusion of the Roma, Ashkali and Egyptian community in society**

- 3.1. Encouraging communities to participate in community activities
- 3.2. Promotion of the rights of communities in decision-making and their empowerment

### **Youth priorities (LOT 2)**

#### **1. Supporting professional development and increasing the employability of young people**

- 1.1. Development of training programs in information and communication technology
- 1.2. Development of trainings to increase communication skills, work management, soft skill well as development of skills to create and manage a business, etc.
- 1.3. Organization of information campaigns and preparation of young people for integration into employment schemes (on-the-job training, internship, exchange programs, etc.)
- 1.4. Organization of career events, such as information sessions and presentations from different companies

#### **2. Strengthening the role of youth groups in the community**

- 2.1. The organization of various activities for young people, such as sports, cultural, ecological, scientific, literary activities, etc., that will give young people the opportunity to have a positive impact on their community
- 2.2. Holding periodic meetings to discuss community challenges and opportunities and identify areas where youth can contribute
- 2.3. Development of outdoor educational camps

#### **3. Promotion of health education**

- 3.1. Organizing information campaigns and seminars to promote the importance of healthy practices, such as sports, healthy eating, the use of technology and how to integrate these practices into their daily routine
- 3.2. Organization of sports activities, such as marathons, football matches, volleyball tournaments, etc
- 3.3. Organizing cooking activities to show people how to prepare healthy food and understand its importance for a healthy life.

**LOT 1:** The total value allocated to this public call is approximately **38,500.00 EUR** (of which 30% is financed by the municipality of Fushë Kosovë/Kosovo Polje);

**LOT 2:** The total value allocated to this public call is approximately **30,000.00 EUR**.

Whereas the value of grants allocated within this public call must be between the following minimum and maximum amounts:

- **LOT 1:** minimum 5,000 to 15,000.00 EUR;
- **LOT 2:** (youth associations) minimum 5,000.00 to 10,000.00 EUR.

Applicant may submit maximum one project proposal per LOT, containing all required documents. The same applicant can apply to maximum 2 municipal calls in the framework of ReLOaD2. The maximum amount of funds that can be allocated to the CSO applicant for the ReLOaD2 project duration up until December 2024, cannot exceed 30,000.00 EUR.

The Municipality reserves the right not to allocate all available funds in case the submitted project proposals do not meet the set criteria. The duration of each project should last from 6 to 9 months. The selected projects will be implemented in the period from September 2023 to June 2024.

## ELIGIBILITY:

Participation in this public call is open, on an equal basis, to all officially registered CSOs (associations / organizations or foundations) in accordance with applicable laws and regulations in Kosovo. All interested civil society organizations can find detailed information about the application conditions as well as the project funding criteria in the Guidelines for Applicants, an integral part of the public call documentation.

## DOCUMENTS:

All the relevant information and the electronic version of the application set can be found at the following addresses: [www.ks.undp.org](http://www.ks.undp.org), and at the official address of the Fushë Kosovë/Kosovo Polje municipality <https://kk.rks-gov.net/fushekosove/>

Documentation for the public call in the Municipality of Fushë Kosovë/Kosovo Polje can be obtained from **13 June 2023 until 24 July 2023**.

Application documents can be obtained:

1. by sending a request for the application set with the name of the interested CSO to the email address [fatlum.berisha@rks-gov.net](mailto:fatlum.berisha@rks-gov.net) or in person, at the address:

***Municipality of Fushë Kosovë/Kosovo Polje  
Tahir Zemaj Str. Municipal building, DYCS, second floor***

2. an electronic version of the application set can also be downloaded from:

Municipal website (<https://kk.rks-gov.net/fushekosove/>);

UNDP website ([www.ks.undp.org](http://www.ks.undp.org)) and

<https://kosovofunding.org>

3. or by personally transferring onto a USB stick all the application forms during the info session “Open Days” held on **June 13, 2023**.

## INFORMATION SESSIONS (Open days for more information)

***Informative sessions (open days)*** will be conducted in the Municipality of Fushë Kosovë/Kosovo Polje on **13 June 2023 at 10:00am, to be followed on the same day with Project Cycle Management (PCM) and to continue on 14, 15 and 16 June 2023 in the municipal assembly, starting at 10:00 am.**

The purpose of the training is to strengthen the capacity of organizations to design and implement projects that contribute to local development and delivery of services, as well as how to apply the necessary skills for developing project ideas, effective project writing, monitoring and evaluating the implementation of the project through practical work. In case of high interest of CSOs the session will be repeated. Rules and propositions of the public call will be presented on each session along with presentation of common mistakes CSO make when applying. Informative sessions will take place during the public call. Project Cycle Management (PCM) training for CSOs will be organized with focus on proposal preparation (project application, budget, logical framework, and activity plan). Throughout the duration of the ***public call expert/mentor support*** will be provided. The assistance will be open and public while the schedule, including date and time, will be shared through the municipal website. For transparency purposes, the minutes of the Mentor meeting will be published on the website of the Municipality of Fushë Kosovë/Kosovo Polje. This will make information available to CSOs who were not able to attend the mentor meetings.

In addition, all questions related to the public calls can be submitted by e-mail [registry.ks@undp.org](mailto:registry.ks@undp.org) referencing the public call. Queries can be submitted by **18 July 2023**, and the answers will be provided in writing within three (3) working days from the date of receiving. For transparency purposes all answers will be published at the UNDP web site ([www.ks.undp.org](http://www.ks.undp.org)).

Furthermore, a document named “Frequently Asked Questions” will be available in the Municipality and the UNDP website during the public call, along with other relevant documents of the Public Call. The document aims to offer additional help for applicants in order to have an overview of the previously asked questions that applicants had during previous calls.

#### **SUBMISSION OF APPLICATIONS:**

The application set comprises of an electronic copy (USB flash drive) with the mandatory and additional documentation and one copy of the documents that need to be submitted in a printed form. The USB flash drive with all the required documents for application (including the printed forms), must be submitted in a sealed envelope with the recommended postal stamp or in person in the municipality of Fushë Kosovë/Kosovo Polje during working days (Monday – Friday), with an indication for the ReLOaD2 project, in the time period between 09:00 and 15:00 hours, at the address:

***Fushë Kosovë/Kosovo Polje, 12000  
Tahir Zemaj Str. Municipal building, DYCS, second floor***

The deadline for submitting applications is **24 July 2023** at 15:00 hours. Applications received after the deadline will only be considered if the postal mark indicates a sending date before the official deadline.

Applications sent by any other means (e.g., e-mail) or delivered to other addresses **will not be taken into consideration**.

The outer side of the envelope must contain the name of the public call for project proposals, full name and address of the applicant, full name of the project and the words: **“Do not open before official opening.”** The municipality will keep records of all received CSO project proposals and will issue pertinent receipts. Before submitting full application CSO applicant are advised to verify that the required documentation/application set is completed. It is done by filling in the Check list (Annex 10) which is an integral part of the application.