

**Standard Summary Project Fiche – IPA centralised programmes**

**Project Fiche: 19**

**1. Basic information**

- 1.1. CRIS Number: **2010/022-154**
- 1.2. Title: Support Measures Facility (SMF)
- 1.3. ELARG Statistical code: 07.72 Support activities
- 1.4. Location: Montenegro, Podgorica

**Implementing arrangements:**

- 1.5. Contracting Authority:  
Delegation of European Union to Montenegro
- 1.6. Implementing Agency: N/A
- 1.7. Beneficiary (including details of project manager):  
Ministry for European Integration  
Stanka Dragojevic 2  
81000 Podgorica  
Project manager: Aleksandar Drljevic, Deputy Minister

**Financing:**

- 1.8. Overall cost:  
**€747 340**
- 1.9. EU contribution:  
**€747 340**
- 1.10. Final date for contracting:  
Two years after the signature of the financing agreement
- 1.11. Final date for execution of contracts:  
Two years after the final date for contracting
- 1.12. Final date for disbursements:  
One year after the final date for the execution of contracts

## **2. Overall Objective and Project Purpose**

### **2.1. Overall Objective:**

The overall objective of the SMF is to improve the impact, the quality and the achievement of expected results of the Instrument for Pre-Accession Assistance (IPA) in Montenegro.

### **2.2. Project purpose:**

The purpose of the SMF is to support the preparation and follow-up directly necessary for the implementation of other activities, as well for the sustainability of the results already defined in IPA programmes and the attainment of their objectives.

### **2.3. Link with AP/NPAA / EP/ SAA**

The project will enhance the authorities' ability to implement projects that help Montenegro meet the full range of its priorities deriving from the European Partnership and Multi-annual Indicative Planning Document, as well as from the Stabilization and Association Agreement. The SMF has been designed in a flexible manner to support also the initiatives contributing to such projects.

### **2.4. Link with MIPD**

The MIPD 2009-2011, indicates the support to the public administration in increasing its capacities of leading Montenegro through the Stabilisation and Association Process as one of the main strategic objectives (Section 2, Component 1, Priority axis 1) Support to the Montenegro government to develop and implement sectoral and EU integration strategies, as well as in the preparation of the relevant services for the decentralisation of community assistance is also in line with the MIPD 2009-2011 (Section2 Introduction to pre-accession assistance strategy).

### **2.5. Link with National Development Plan**

Not applicable.

### **2.6. Link with national/sectoral investment plans**

The project will enhance the authorities' ability to implement projects to support Montenegro in meeting the priorities deriving from the National Programme for Integration (NPI), the main national strategic document for EU integration, adopted by the Government on 5<sup>th</sup> June 2008.

### **3. Description of project**

#### **3.1. Background and justification:**

The Support Measures Facility scheme introduced by the European Commission for the potential candidate countries has been used for fast and flexible interventions to support the adoption of the *acquis communautaire* and for the implementation of projects under the pre-accession programmes.

The reserve budgets under the previous Phare and CARDS programmes have been considered successful in terms of delivering short-term assistance in extension of contracts, communication expenses, supervisory services, extra supply of equipments, trainings, specific and ad hoc technical assistance. This reserve budget has been always very useful for improving the sustainability of EC funded projects.

Therefore, a support measures facility for a total maximum amount of € 800,000, representing 2.73% of the total budget allocated to this programme is introduced.

#### **3.2. Assessment of project impact, catalytic effect, sustainability and cross border impact**

Primarily, the SMF will contribute to the quality of processes and documents required for planning, programming and implementing of the Instrument for Pre-accession Assistance. In parallel, the TA&PPF will strengthen capacities of the Montenegro authorities' in a/m IPA process by enabling learning-by-doing or other forms of trainings in planning, programming and implementing of IPA.

Furthermore, the TA&PPF will enhance capacity building programmes by providing more genuine reflection on state-of-play of Montenegro capacities, systems and co-ordination mechanisms for transition to DIS and for implementation of EP and SAA priorities. Accurate analyses, needs assessment and recommendations will directly lead and contribute to the quality in defining and designing of the capacity building programs.

Longer-term impact will be well targeted projects and efficient use of IPA funds.

#### **3.3. Results and measurable indicators:**

Upon its completion, the SMF should have resulted in the improved implementation of IPA projects and actions through:

- The facilitation of stakeholder consultations throughout the project implementation phase;
- The implementation of IPA projects following timely preparation of various projects' components: logical frameworks with measurable indicators, market studies/cost-benefit analyses for investment components in the projects, technical designs and bills of quantity;
- The preparation and compilation of project tender documentation (terms of reference, technical specifications, other supporting materials for tender dossiers);

- The implementation of good visibility and communication strategies when not originally foreseen;
- Timely input of experts in different phases of the project cycle;
- Purchase of equipment to complement other IPA projects input in order to improve sustainability of the same;
- Higher capacity of beneficiaries in all phases of project cycle.

### **3.4. Activities**

The activities of the project include some or all of the following activities, but should not be strictly limited to the following list:

- Technical assistance in drafting or assessment of sector strategies or multi-sector strategies for the harmonisation of national legislation with the SAA, and its implementation, or for the future use of EU pre-accession funds. The special focus of the strategies should identify “gaps” in compliance with the SAA and to assess institutional readiness for its full implementation;
- Drafting of preparatory documents and impact studies in relation to Montenegro compliance with the SAA and carrying out (pre-) investment studies (environmental impact assessments, business plans, market studies, economic and cost-benefit analysis, investment appraisals etc) for the upcoming investments;
- Carrying out or facilitating workshops for the stakeholder consultations for project implementation;
- Baseline studies and analyses on impact indicators of projects; a special project to prepare the population census could be included;
- Preparation of procurement documents (terms of reference, technical specifications, bills of quantities, guidelines for grant schemes and other supporting documents for tender dossiers);
- Providing training relevant to any of the above-mentioned activities;
- Supply contracts to complement and/or complete projects' deliveries.

An average of 10 procurement contracts (services, grants and supplies) will be concluded during the first two years of implementation.

### **3.5. Conditionality and sequencing:**

Conditionality required for the SMF is that Montenegro will sufficiently staff the EU integration services and provide for adequate accommodation.

### **3.6. Linked activities**

The project is not linked to any specific activity. The nature of the SMF is to be a non programmable form of aid. It mainly covers unforeseen needs that are identified during the implementation of the IPA programme.

### 3.7. Lessons learned

The SMF has been developed in light of the ongoing assessment of the ongoing CARDS and IPA 2007 and 2008 programmes. It has become clear that beneficiaries require extra assistance in implementing projects and that in particular it is necessary to provide a facility to enable limited support to be targeted specifically at the implementation phase in order to substantially improve the achievement of the previously foreseen objectives and finally the sustainability of the entire IPA programme.

## 4. Indicative Budget (amounts in EUR)

Amounts net of VAT				SOURCES OF FUNDING									
			TOTAL EXP.RE	IPA COMMUNITY CONTRIBUTION		NATIONAL CONTRIBUTION					PRIVATE CONTRIBUTION		
ACTIVIT IES	IB	INV	EUR (a)=(b)+(c)+ (d)	EUR (b)	%	Total EUR (c)=(x)+(y)+(z)	%	Central EUR (x)	Regional/ Local EUR (y)	IFIs EUR	EUR (d)	%	
SMF	X		747.340	747.340	100								
TOTAL IB			747.340	747.340	100								
TOTAL INV													
TOTAL PROJECT			747.340	747.340	100								

Amounts net of VAT

An average of 10 procurement contracts (service, grant and supply) will be concluded during the first two years of implementation.

## 5. Indicative Implementation Schedule (periods broken down per quarter)

Contracts	Start of Tendering	Signature of contracts	Project Completion
Multiple contracts over the lifetime of the project	4th Q after signing of Financing Agreement and ongoing thereafter	Ongoing from 4th Q after signing of Financing Agreement	Q4 2013

NB. Due to demand-based nature of the SMF it is not possible to accurately predict precise timing of the implementation schedule.

## **6. Cross cutting issues**

### **6.1. Equal Opportunity**

The project will ensure that all the cross cutting issues are appropriately incorporated in the sector strategies and programme/projects implemented with the assistance of the Support Measures Facility. In addition, specific training activities can be organized in order to raise the awareness of the importance and individual specificity of these project aspects and train the Montenegro stakeholders on how to integrate them at the strategy and programme/project level.

### **6.2. Environment**

The actions envisaged under the present project are not affecting the environment. In case of implementation activities of infrastructure projects, Environmental Impact Assessments and Strategic Environmental Assessments will be part of the activities.

### **6.3. Minorities**

Special attention to minorities and the policy of equal opportunities will be integral part of any action of the project.

## ANNEX I. Logical framework matrix in standard format

<b>LOGFRAME PLANNING MATRIX for Project Fiche</b>	<b>Programme name and number:</b>		Support Measure Facility
<b>Support Measures Facility</b>	<b>Contracting period expires N+2</b>		<b>Disbursement period</b> expires one year from the final date for execution of contracts
	Total budget : €747 340	<b>IPA budget: €747 340</b>	
<b>Overall objective</b>	<b>Objectively verifiable indicators</b>	<b>Sources of Verification</b>	
The overall objective of the SMF is to improve the impact, the quality and the achievement of expected results of the Instrument for Pre-Accession Assistance (IPA) in Montenegro	Satisfactory ex-post evaluations of projects and IPA programme Enhanced co-ordination of the EU Integration process	Evaluation reports Progress Reports IPA Monitoring Reports	
<b>Project purpose</b>	<b>Objectively verifiable indicators</b>	<b>Sources of Verification</b>	<b>Assumptions</b>
The purpose of the SMF is to support the preparation and follow-up directly necessary for the implementation of other activities, as well for the sustainability of the results already defined in IPA programmes and the attainment of their objectives	Improved achievement of expected results of IPA actions Better achievement of targets set up at the level of project purposes of the different IPA actions Contracting and disbursement in line with programming timetable	IPA programme documents IPA evaluations External ROM and IPA Monitoring Reports	Availability of satisfactory quality expertise.
<b>Results</b>	<b>Objectively verifiable indicators</b>	<b>Sources of Verification</b>	<b>Assumptions</b>
<ul style="list-style-type: none"> <li>• The facilitation of stakeholder consultations throughout the project implementation phase;</li> <li>• The implementation of IPA projects following timely preparation of various projects' components: logical frameworks with measurable indicators, market studies/cost-benefit analyses for investment components in the projects, technical designs and bills of quantity;</li> </ul>		Reports and project documentation from individual TA contracts.  Monitoring reports within SEI and beneficiaries	Identification of priority areas for assistance in a timely manner

<ul style="list-style-type: none"> <li>• The preparation and compilation of project tender documentation (terms of reference, technical specifications, other supporting materials for tender dossiers);</li> <li>• The implementation of good visibility and communication strategies when not originally foreseen;</li> <li>• Timely input of experts in different phases of the project cycle;</li> <li>• Purchase of equipment to complement other IPA projects input in order to improve sustainability of the same;</li> <li>• Higher capacity of beneficiaries in all phases of project cycle.</li> </ul>			
Activities	Means	Costs	Assumptions
<ul style="list-style-type: none"> <li>• Technical assistance in drafting or assessment of sector strategies or multi-sector strategies for the harmonisation of national legislation with the SAA, and its implementation, or for the future use of EU pre-accession funds. The special focus of the strategies should identify “gaps” in compliance with the SAA and to assess institutional readiness for its full implementation;</li> <li>• Drafting of preparatory documents and impact studies in relation to Montenegro compliance with the SAA and carrying out (pre-) investment studies (environmental</li> </ul>	Services, grants, supply	€747.340	



<p>impact assessments, business plans, market studies, economic and cost-benefit analysis, investment appraisals etc) for the upcoming investments;</p> <ul style="list-style-type: none"> <li>• Carrying out or facilitating workshops for the stakeholder consultations for project implementation;</li> <li>• Baseline studies and analyses on impact indicators of projects; a special project to prepare the population census could be included;</li> <li>• Preparation of procurement documents (terms of reference, technical specifications, bills of quantities, guidelines for grant schemes and other supporting documents for tender dossiers);</li> <li>• Providing training relevant to any of the above-mentioned activities;</li> <li>• Supply contracts to complement and/or complete projects' deliveries.</li> </ul>			
			<b>Pre-conditions</b>

**ANNEX II. Indicative amounts (in €) Contracted and disbursed by quarter for the project**

<b>Contracted</b>	<b>Q2 / 2011</b>	<b>Q3/2011</b>	<b>Q4/2011</b>	<b>Q1/2012</b>	<b>Q2 /2012</b>	<b>Q3/2012</b>
Contracts	100,000	150,000	200,000	200,000	97,340	
<b>Cumulated</b>	<b>100,000</b>	<b>250,000</b>	<b>450,000</b>	<b>650,000</b>	<b>747,340</b>	
<b>Disbursed</b>	<b>Q2 / 2011</b>	<b>Q3/2011</b>	<b>Q4/2011</b>	<b>Q1/2012</b>	<b>Q2 /2012</b>	<b>Q3/2012</b>
Contracts	50,000	150,000	200,000	200,000	100,000	47,340
<b>Cumulated</b>	<b>50,000</b>	<b>200,000</b>	<b>400,000</b>	<b>600,000</b>	<b>700,000</b>	<b>747,340</b>

NB. Due to demand-based nature of the SMF it is not possible to accurately predict precise timing of the implementation schedule.

**ANNEX III. Description of Institutional Framework**

Not applicable.

**ANNEX IV. Reference to laws, regulations and strategic documents:**

Not applicable.

**ANNEX V. Details per EU funded contract (\*) where applicable:**

Not applicable.