

SNV ALBANIA

Collaborative Forest Management

SNV-WB PROJECT

Natural Resources Development Project

Building the Capacity of new and existing
Forest and Pasture User Associations

Progress report (annual) - 2006



January 2007



SNV ALBANIA

Connecting People's Capacities

SNV's mission is provision of technical assistance with the aim of alleviating poverty and improving governance in developing countries. SNV Albania's main aim is to assist Albania to further develop and implement its decentralisation process and to support good local governance that facilitates sustainable poverty alleviation and supports Albania's effort to enter into the European Union.

In this, the crucial importance of the interaction between local government and civil society organizations (as well as the private sector) through both their co-operation and the countervailing power is recognized. SNV Albania will use its expertise to enhance the dialogue between authorities and citizens to avoid exclusion and to result in better services for the citizens. To do so SNV Albania is focusing on capacity development of our partner organisations.

SNV started its activities in Albania in 1993. SNV has activities in three areas: **Diber**, **Fier** and **Korça**. SNV provides advisory services to increase capacities, knowledge and sustainability of its clients: Local Government (Communes, Municipality, Qarku), Civil Society Organisations and Private Sector, based on their requests. In general SNV works in long-term partnerships, however also short-term services are provided. Through the SNV Albania's office in **Tirana** dissemination of experiences and networking are assured, as well as advisory services delivered to national level clients. SNV's main focus areas are on Responsive and Accountable Local Governance, Collaborative Forests Management, Market Access for the Poor and Sustainable Tourism.



Connecting People's Capacities

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List of acronyms

AFP	- Albanian Forestry Project
CF / CFM	- Communal Forest / Communal Forest Management
DFPP	- Directorate of Forest and Pasture Policies
DFS	- District Forest Service
DGFP	- (former) Directorate General of Forests and Pastures
FUA / FPUA	- Forest (and Pasture) Users' Association
GEF	- Global Environment Facility
MEFWA	- Ministry of Environment, Forests and Water Administration
NFA	- National Forest Users' Association (also: "National Federation")
NRDP	- Natural Resources Development Program (also: "WB project")
NTFP	- Non Timber Forest Products
PMU	- Program Management Unit of the WB project
RF	- Regional Federation (of Forest Users)
SIDA	- Swedish International Development Cooperation Agency
SNV	- Netherlands Development Organisation
WB	- World Bank

1 Project details

<i>WB project ID:</i>	PO82375
<i>Project title:</i>	Natural Resources Development Project in Albania -Building the Capacity of new and existing Forest and Pasture User Associations
<i>Implementation:</i>	SNV Netherlands Development Organisation – SNV
<i>Project period:</i>	5 years – April 2005 till November 2010
<i>Financial contribution:</i>	WB/SNV with total project sum 1,57 million,- USD
<i>Main partners:</i>	Directorate General for Forests and Pastures (DGFP)
<i>Focus area:</i>	Albania

2 Introduction

The Government of Albania has received a credit from the World Bank and grants from the GEF and SIDA, totaling approximately US\$ 20 million, to finance the Natural Resources Development Project. The Ministry of Environment, Forest and Water Administration (MEFWA) has overall responsibility for the Project, and the Directorate for Forest and Pasture Policy (DGFP) is responsible for the implementation of the Project through its Project Management Unit (PMU).

The first component of the project will strengthen and scale up the community-based approach to forest and pasture management developed under the Albania Forestry Project (AFP), which closed in 2004. Within this component SNV will implement capacity-building measures and priority actions to improve the governance of forest and pasture resources, as defined under assignment A.3.1.

As requested in the agreement between NRDP and SNV the first quarter report covers the period April-August 2006. Although the official reporting period covers only the five months period, SNV first quarter report will also present preparation activities started already before April, as a logic continuation of SNV's own activities in communal forestry. This report covers the activities in all 138 communes financed by NRDP.

During the last years there is an increasing interest of communities to manage village forests by themselves in the framework of communal forests. Even though there has been very limited support from the District Forest Service (DFS), communal forestry has continued to develop. The results have been good in many areas, especially when forests are transferred, used and managed according family or family groups.

In this framework the organizational structures within communal forestry are consolidating and the Forest Users' Associations continue to function, however often these associations are still weak. After 1996 FUA's and Communes have gained more experience and with the presence of Regional Federations (RF) the management of forests at local level also became stronger.

At national level the main development during this period has been the approval of the new forestry law on 4th of May 2005 and the new structure of GDFP after the last parliamentary election. The new legislation of forestry is contested a lot by users. Based on this law several sub-legal acts still need to be developed of which some are very important to communal forestry and its stakeholders. On the other hand the process of transfer of public property from State to local government is going still very slow.

After the launching of the World Bank's NRDP in November 2005, SNV was selected as a single source contractor for the assignment "Building the capacities of existing and new FPUAs". A working group was established and implementation started with doing a situational analysis and needs assessment of all existing FPUAs in Albania. The Director of Directorate of Forest and Pasture Policy (DGFPP) became the director of PMU as well. The Program Management Unit (PMU) was comprised by the Coordinator, three consultants (i. Communal forest, ii Finance and iii Public Procurement) and 5 regional coordinators hired to coordinate to the Region. 3-5 specialists from the DGFPP are in the monitoring group of PMU. The communal forest consultant in PMU acts as the direct contact person between the DGFPP and SNV.

3 Background

4 Planning

SNV will make use of the human resources available in its existing multidisciplinary portfolio teams of advisors in Albania. In the first year of the project a total of 1,010 advisory days will be made available for the implementation of this assignment, equivalent to 70 man months. For the overall coordination a international senior advisor on communal forest management will be made available (75% of time).

During the year 2006 it was estimated that 1000 advisory days (divided: 775 SNV contribution and 225 NRDP contribution) will be spend, equivalent to 380,000 USD (312,500 USD SNV and 67,500 USD NRDP) advisory costs (including salary and other personnel costs, direct advisory related costs (transport, per Diem, etc. and management fees). For the reimbursable costs, reservation of 80,000 USD was made (for the all year period), since most activities were expected to be in preparation of the needs assessment and finalizing the technical and financial proposal, which would not include trainings, workshops, exchange visits, etc..

<i>Specific Objectives</i>	<i>Results</i>	<i>Activities</i>
(task 1: situational analysis and needs assessment)		
1. To assess the actual situation and identify capacity strengthening needs of FPUAs and Federations	1.1. Information is collected and made available on the current situation regarding the capacities, structures, legal status, relations, activities, possibilities and limitations of the FPUAs and Federations	1.1.1. Define indicative methodology to analyze and assess the current situation
		1.1.2. Establishment of needs assessment working groups at regional federations and national federation
		1.1.3. Training of the working groups in application of the assessment methodology
		1.1.4. Working groups carry out the situational analysis and needs assessment of FPUAs and Federations
		1.1.5. Analysis of collected information and preliminary identification of capacity strengthening needs
		1.1.6. Continuous coaching of the working groups by SNV
	1.2. Bench marks and standards are defined for improved functioning of the FPUAs and Federations	1.2.1. Meetings with focal actors: MOEFWA, Local Governments, Federations and others, to assess their vision on desired FPUA functioning
		1.2.2. Define and agree upon indicators and criteria for the desired situation of FPUA and Federations' functioning
	1.3. An overview of the capacity strengthening needs for the FPUAs and Federations is prepared according to the situational analysis results and the bench marks and standards defined	1.3.1. Define the discordance between the current situation and identified bench marks and standards
		1.3.2. Re-assessment of benchmarks and standards if necessary

Specific Objectives	Results	Activities
		1.3.3. Prioritize the capacity strengthening needs in consultation with focal actors and in line with project objectives
		1.3.4. Prepare the capacity strengthening schedule
	1.4. A comprehensive database on the FPUAs and Federations is established	1.4.1. Set up a database with collected baseline information from the situational analysis 1.4.2. Continuously update the database
(task 2: capacity building program)		
2. Strengthening FPUAs capacities to be effective and sustainable in the management of communal forests and pastures	2.1. All FPUAs are functioning well according to their statutes and legal framework	2.1.1. Revision of the current situation of legal status, statutes and regulations of existing FPUAs and identify necessary improvements when needed 2.1.2. Based on needs assessment, deliver training courses on organizational management 2.1.3. Coaching, supporting and monitoring on proper functioning of FPUAs by Federations, LG and DFS, according to their competencies

5.1. Agreement and Start on the Technical Proposal NRDP

NRDP activities started with the 2 days workshop “Capacity Building for FPUAs”. During the workshop SNV finalized the technical and financial proposal: the logic framework, methods, indicators, time frame, the opportunity of human resources, budget and strategy to implement the project.

After the workshop working groups were established with participation of SNV and Federations of FUA’s. Six working groups were defined to prepare: 1. Final project proposal document, 2. Methodology for FUA’s need assessment, 3. Revising of FUA’s Statute, 4. Reviewing of existing materials and identification of needs for new modules, 5. Preparation of criteria for selection of interviewers and trainers groups and 6. Disseminations of written materials to FUA’s.

5.2. Needs assessment of all existing FPUA’s

5.2.1. Preparation of questionnaires (March – April 06).

Working group prepared the first draft of questionnaires, which were sent to the other SNV advisors for comments. After the comments of questionnaires a second draft was prepared to start the pilot testing of questionnaires. A statistician was hired by SNV to calculate the logical framework and the

5 Activities

accuracy of the questionnaires based on four different populations (Chairpersons of the Communes, Boards of FUA's, Members of FUA's and DFS). For each commune a particular stratum was defined after the calculation the level of certainty is 95% and the interval of error +/- 5%.

5.2.2. Selection of interviewers (April - May 2006)

For the selection of interviewers the work group prepared criteria, which was approved by Regional Federations and National Federation.

Four trainings were organized with the interviewers in Peshkopi, Tirana, Korca and Fier. Interviewers clarified their role and methodology for fulfilling of questionnaires.

5.2.3. Pilot testing (May 2006)

Need assessment started with the pilot testing of the areas where SNV is present (Peshkopi, Korca, Tirana/Elbasan and Fier). More than 16 pilots testing were completed in those areas.

After pilot testing the SNV advisors and Federations were met to comment and reflect on the problems encountered during the pilot testing of questionnaires, on methods and to validate the methodology. Based on problems identified during the pilot testing the questionnaires and methodology were finalized. *(May 2006)*

On the other hand the data processing program was finalized and a database was developed after the reflection on the first draft *(May 2006)*.

5.2.4. Recollection of data (June - July 2006)

For field activities, a planning schedule was prepared from the four SNV offices aiming to cover the whole of Albanian territory. Peshkopi SNV office covered the Region of Peshkopi, Kukes, Lezha, Shkodra and Puka. Tirana SNV office covered the Region of Tirana, Elbasan and Gramsh. Korca SNV office covered the region of Korca, Librazhd and Permet. Finally Fier SNV office covered Berat and Gjirokastra *(June 2006)*.

In June the collection of data started in all regions. It took over two months to finalize with all data collection for defined stakeholders at communal forests management (FUA's members, Board of FUA's, Communes and DFS). *(June-July)*

5.2.5. Data Processing (August 2006)

Data processing was a very delicate part of the work to finalize the data collection. For that purpose a database was constructed by SNV. It was simple and could be used by anybody who knows MS Excel. Each SNV office processed the information

from the data collections. Members of Federations were involved in the process as well. All data processed was sent for comments around the interviewers involved. A workshop was organized with CFM advisors and Federation members to reflect on data processing. Reflection and comments were collected by CFM advisors and Federation and finally all information collected was processed. Additionally, SNV organized a meeting of CFM advisors and National Federation to reflect on the interpretation of questionnaires. (*August 2006*).

5.2.6. Data analyses and interpretation, (September-October 2006)

After processed information with SPS programme, SNV advisors worked on data interpretation aiming to identify and to analyze the questions so called "Red Flags" from the answers of the survey. That means data that shows irregularities in mean, distribution, deviation and/or correlation. Hereafter we tried to identify what the underlying problem may be behind each "Red Flag". The problems were analysed according to the topics of the survey as: Organizational Management, Technical Aspects and Needs for Support, Legal Status & Communication, Financial Management, Financial Sustainability and Ownership.

Members of Federations were involved in the process as well. All data processed was sent for comments around the interviewers involved. A workshop was organized with CFM advisors and Federations members to reflect on abovementioned identified problems. Reflection and comments were collected by CFM advisors and Federation and finally all information collected was incorporated accordingly into inception report (situational analyses report, needs assessment report and training program report).

The CFM Teams worked on; 1) define how to measure the achievements of this project and 2) describe the actual situation or capacities that the target actors have at the moment. The groups were composed as group A (users / members of FPUA's), group B (technician and board members FPUA's) and group C (Federation of FPUA's). The groups presented their preliminary results and the following methodological clarification was made. Hereafter the groups continued their work in the same groups to finish the last task.

5.2.7. National Seminar, November 1, 2006

One day national seminar was developed in Tirana aiming to validate the results of the needs assessment done by SNV in collaboration with Forest regional Federations and to identify the needs for support to draft SNV's capacity building program.

In the seminar participated representatives from regional federations of Elbasan, Tirana, Berati, Lezha, Skodra, Korca, Kukes, Diber, National Association, Regional Coordinators of NRDP, project management Unit NRDP, Directorate Forest & Pasture Policy, Directorate Forest Service, SNV Advisors and Association of Albanian Communes.

In the second session of the seminar took part the WB missions. The main issues, reactions and finding of the seminar were;

1. *Bench marks*. Now the needs assessment is finished and the main themes for capacity building are identified, there is a need to identify bench marks for this capacity building process. Where do we need to be in 4-5 years time? To set the bench marks will be done in the coming period involving the main stakeholders (National and Regional Federations and Ministry).

2. *The integration of weak groups* in the whole communal forestry process was discussed. It is very much needed to be aware of weak groups in communities who often are using currently forest and pasture areas and might lose out when management systems are changed. The benefits are higher than the losses, as well that in general also the weaker groups (poor people) are included in communal forestry. This without saying that still full incorporation of weak groups in society is an attention point. Especially when working on revising/making management plans their interests should be assured as well.

3. *Process of lobbying* regarding the necessary changes in forestry legislation and forest tenure were discussed. The Federations explained the process till now. The lobby process is ongoing. Until now the main results are that the issues are widely discussed and brought to the awareness at national level. During the seminar already are provided their comments and issues as well as suggestions. A full engagement of the Ministry is lacking and no participatory process is started. Also the DFS expressed that they feel the need to be more involved. The Federations expressed that they will inform/engage others also more, but feel that this is primarily a responsibility of the Ministry and expect them to take this up.

4. *The issue of land tenure* including the transfer of public property from the State to Local Government for forests and pastures was discussed. The Association of Communes expressed that this is needed in a full package legal reform also addressing the ongoing decentralization. To be able to manage these forests and pastures further competences are needed to be delegated at local level. The trend for transfer of property will also lead to proper user rights at individual level with a long-term goal

of private forestry.

5. *The status of FPUAs (Communal Forests and Pastures Users' Associations)* needs revision especially regarding undertaking economic activities to be able to properly carry out sustainable forests management. This issue is becoming more and more upfront now many communal forests are regenerating and starting to produce forests products. Further competences are needed to FPUAs which need to be aligned with Local Government competences and responsibilities. The main aim is to be able to properly manage their forests and pastures in the interest of the communities, leading to financial sustainability.

6. *Linked to financial sustainability* also the tax and tariff issues need revision, further decentralization to local levels are needed (FPUA and Local Government). Lower taxes could be proposed for communal forests having a social dimension and responsibility.

7. *The management plans* are an important tool for addressing the needs of community regarding forests and pastures. A great effort is made already to incorporate participatory process in the planning process. Ongoing development is needed to address the local needs and having further decentralized responsibilities. This should lead to having more local involvement in planning and implementation, higher transparency and responsibilities at local level. The forestry service needs to be supportive to this with having an overall control function.

8. *Within the project implementation* of activities should be delegated with higher responsibilities at local level, avoiding bureaucratic procedures. In general further the procedures in planning, implementing and monitor should acknowledge the ongoing efforts for decentralization. The tender procedures in the project were discussed at length. All people expressed the difficulties in the process in which many things were not clear communicated. Although criteria for the tender as such might be transparent an unclear process led to many difficulties and conflicts.

In general the processes in the project should support the different actor roles (FPUA, Commune, DFS, Federation and Ministry). The way of implementation of the project should be supportive to the ongoing reform and decentralization, leading to higher capacities at local levels.

Summery of underlined problems:

1. Association Management & Internal Organization
<i>Underlying problem</i>
· No clear understanding of FPUA's
· Lack of management of FPUA's
· Lack of interest to participate
· Lack of working plan
· No understanding of who is member and who is not
· Meetings are not organized according to statutes
· Lack of participation and decision making of women
· DFS does not trust the FPUA's
· Election of board members
· Communication between board and members
· Unclear mission & vision of FUA's due to name change in NRMA
· Roles & responsibilities (too much done by chairman)
· Monitoring and evaluation
2. Technical Aspects
<i>Underlying problem</i>
· Lack Information on private/community forest
· Lack of participation in management planning and implementation
· No capacities in conflict management (Board)
· Lack of capacities to revise management plans (DFS)
· No technical staff in commune
· New techniques of forest & pasture management
· Farmer forests managed as common property
· Bookkeeping/administrative skills needed
· Bookkeeping/administrative skills needed
3. Legal Status & Ownership
<i>Underlying problem</i>
· Legal framework is not clear
· Statutes seem as only an official paper (nobody knows them)
· NIPT is needed in activities
· Name change FPUA's to NRMA
· FPUA's cannot have profit activities
· Big differences in Ideas ownership (DFS - private, Commune - common, FPUA's - families)
· Not aware of ownership regulations
· Transfer of property rights to communes
· Transfer of knowledge to FUA's and users
4. External Communication
<i>Underlying problem</i>
· Communication with regional federations important
· Difficult when regional federations don't exist
· Regional differences communication: communes with DFS
· Networking & learning between associations and federations

Financial Management
<i>Underlying problem</i>
· Local governments control NFPU's
· Law is not applied for reinvestment fund
· Bureaucracy within the stakeholders
· No self-sustainability plan
· No other incomes beside fees
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· No other incomes beside fees

After national seminar in Tirana, three other work shops are developed with participation of NFA and DFPP representatives, where are discussed and analyzed in details all adapt and information, as a results there are identified target groups and all topics and issues for training support. Based on that a training program is built up and it's presented as a part of inception report.

Twelve working groups inside SNF staff are established for preparation of 12 training modules defined according to the target groups. For each module are drafted the topics and the time for their finalization. The first modules will be address to FPUAs members. The working groups started to collect existing documents and other relevant information. The first draft is discussed among SNV advisors during January and based on remarks and comments, working groups are finalizing the modules. The other groups are in preparation of the first drafts. More details regarding to the training modules can be find in the table below:

6.1. Training Program

ACTIVITIES	2007	2008	2009	2010	2011
1. Development of a training or capacity building manual.					
a module on training of trainers	1 mod SNV				1 module
a series of modules on the specific training needs	8 mod SNV	5 mod SNV	2 mod SNV		15 module
1. +Training of regional level trainers.	3 train SNV Fed.	3 train SNV. Fed.	3 train Nat. Fed.		9 trainings (once every year)

6. Training program and modules, (November - December 06)

ACTIVITIES	2007	2008	2009	2010	2011
2. Training to the representatives of the commune/ village.	3 train SNV Nat	3 train	3 train SNV Nat	3 train	12 trainings (once every 2 years)
3. Build up the flexible pool of local trainers	30 prof SNV	50 prof SNV Fed.	80 prof Nat. Fed.	20 prof Nat. Fed.	180 professionals
4. Communal representatives undertake training and capacity building activities at the village level.					
FPUA's Technicians at district level.	40 train SNV	40 train Nat. SNV	40 train Nat. SNV	30 train Nat.	150 trainings (once/twice every month by national association)
FPUAs Board member at commune level.	100 train SNV.	150 train Fed. SNV.	100 train Fed. SNV.	100 train Fed.	450 trainings (once/twice every month by federations)
Awareness FPUAs members at village level	1000 train Fed.	1.500 train FPUA's Fed.	1.000 train FPUA's Fed.	550 train FPUA's	4.050 trainings (once every two weeks by Board of FPUAs)
5. Updating of training or capacity building modules.				16 mod SNV	16 modules published

6.2. Training Modules

6.2.1. FPUAs members

Module Name	Topics	Time line
1. Establishment Awareness Program	<ul style="list-style-type: none"> • General Functioning • Basic information on communal forestry • Transparency & accountability • Participation & Gender 	January, 07
2. Implementing Awareness Program	<ul style="list-style-type: none"> • General Functioning • Basic information on communal forestry • Transparency & accountability • Participation & Gender 	January, 07
3. Advanced Awareness Program	<ul style="list-style-type: none"> • Information on income generation • Legal situation & property rights • Others to be defined on need 	April, 07
Target group		
Users of communal forests and pastures/Villagers at village level		

6.2.2. Board members FPUA's

Module Name	Topics	Time line
1. Organization Assessment Tool	<ul style="list-style-type: none"> • General Functioning • Forest Management • Communication • Participation 	January, 07
Target group		
All board members of FPUA + communal forester + representative of Commune (1-2 persons: Mayor, responsible for agriculture/forest, responsible for finance)		
2. Financial management/ Sustainability Module (includes commune)	<ul style="list-style-type: none"> • Income generation activities • Financial self-sustainability 	April. 07
Target group		
All boardmembers (or at least those involved in finance/admin) of FPUA + communal forester + representative of Commune (1-2 persons: Mayor, responsible for agriculture/forest, responsible for finance)		
3. Specialized training for FPUA's, Commune & DFS	<ul style="list-style-type: none"> • Financial self-sustainability • Conflict Management 	March, 07
Target group		
Chairpersons, Communal Foresters, representative from Commune, representative of DFS		

6.2.3. FPUA's Technicians,

Module Name	Topics	Time line
1. Communal Forest Management	<ul style="list-style-type: none"> • Forest management plans • Methods & techniques in forest management • Parcel descriptions • Field visits 	February. 07
2. Farmer Forest Practices	<ul style="list-style-type: none"> • Information on farmer forests • Methods & techniques in farmer forest • Sample plots • Field visits 	February. 07
3. Other possible modules	<ul style="list-style-type: none"> • To be defined.... 	April, 07
Target group		
The Communal Foresters at Commune and/or from FPUA + Communal foresters/forests engineers from Federation + representative of DFS		

6.2.4. Federations

Module Name	Topics	Time line
1. Specialized training topics to be used during the meetings with General Meeting and Board upon need in the above mentioned activities 1 and 3.	<ul style="list-style-type: none"> • Topics: <ul style="list-style-type: none"> o Financial self-sustainability o Lobby and advocacy o Farmer forests/sustainable forests management o Other topics... 	March,07
2. Building linkages / organizing exchange visits: visits between FUA - FUA with involvement of Commune/DFS, visit between FUA with involvement of DFS, National Association	<ul style="list-style-type: none"> - Several per year for in the region (FUA to FUA) - 1-2 Regional visits per Federation during project period (Region to Region). In these also involvement of National Association 	March, 07
Target group		
FUAs, Commune, Regional Federations and National Association, DFS		

6.2.5. National Association

Module Name	Topics	Time line
1. Specialized trainings training topics to be used during the meetings with General Meeting and Board upon need in the above mentioned activities 3 and 5.	<ul style="list-style-type: none"> • Topic <ul style="list-style-type: none"> o Financial self-sustainability o Lobby and advocacy o Other topics... 	February, 07
2. Develop benchmarks/ baseline	<ul style="list-style-type: none"> • Once 	
Target group		
National Association and Regional Federations		

SNV in cooperation with ECAT are developing a baseline study for the communal forest in Albania with specific objectives; (i) collect and develop a GIS based information system on existing socio - environmental information in Albania, (ii) develop a MS Access based database for the monitoring / evaluation system of the capacity building program. The baseline study contains: contacts information, general information for communes and villages, general information for FPUAs, general information for federations, general information for national association, information on communal forest management capacity building program and GIS information at commune level. Information gathering and collection of necessary information started since the beginning of December and its ongoing and according to the contract it will finish in March 2007.

As it is presented in the project proposal one of the main principles of SNV is built up a pool of trainers due to capacity building needs of the FPUAs demand a wide variety of specific knowledge and skills, ranging from technical (forest management) skills to organizational strengthening. Therefore, it is proposed to establish flexible pools of local trainers, identified according to the needs of the FPUAs and the availability of local expertise. For each region such a pool will be established inviting specialists from different disciplines to participate. Trainers may come from different backgrounds: members or staff of FPUAs/Federations, staff of (local) government institutions, members/staff of local NGOs, private consultants. According to the all project activities in different communes/districts/regions and training needs, its agreed to establish 8 pool of trainers in different regions of Albania. Each pool of trainers will have 3-5 people selected based on abovementioned criteria.

A working group is preparing specific modules for training of trainers. The modules are almost drafted and two days regional seminars will be develop during February 2007.

7. Developing of Baseline study - December 2006,

8. Training of trainers.

9. Deliver trainings. (Dicember 2006)

In parallel with all preparatory process, SNV in collaboration with NRDP staff, DFPP, NFA and private consultants started since the November 2007, delivering of trainings for the FPUAs members (focal group village's commissions) and FPUAs board. Such trainings are delivered in communes: Stebleve (Librazhd), Macukull (Mat), Baz (Mat), Rubik (Miredite), Orosh (Miredite), Sult (Gramsh), Tregan (Elbasan), Gore (Korce), Aranitas (Ballsh), Lumas (Berat), Kastrat (M.Madhe) etc. These communes are in the stage of reviewing/preparation of management plans where the most important topics are; participation of local communities in the process, elections of villages commission, establishment of FPUAs (in case of new communes), wariness on transfer process and communal forest management etc.

Creating of new Federations. Due to very active process developed so far through SIDA project during December are finalized the general meeting for establishment of forest federations in other regions. As a result there are established new Forest Federations in Elbasan, Shkodra and Lezha regions, while in berate and Puka regions they are established during May-June 06.

10. Outputs

So far the planning has been realistic and good progress is made to achieve them. Regarding to the scope and timeframe, SNV is well ahead to schedule and no mayor set backs have happened. SNV advisors and staff have made well use of the willingness of FUA's to start the NRDP and rapidly have covered the whole country with an extended field team of foresters. The challenge will be to keep up this energy and motivation in the continuation of the NRDP, and match up implementation activities with capacity building activities. Therefore good coordination and communication with the PMU staff will be required.

Some important achievements were:

- Technical and financial agreement approved and signed between SNV and the PMU.
- 285 villages, 138 Communes, 30 Districts and 11 Region were covered during the needs assessment.
- 558 members of FUAs, 186 board members, 118 commune authorities and 63 directors and/or specialists or DFS were interviewed on organizational, communication, legal and financial aspects.
- 44 interviewers (15 SNV advisors and 29 Interviewers from Federations) were involved in the data collection process.

- Three round tables of experts were organized to comment and reflect on the questionnaires and methodology of data collection as well as processing.
- Four trainings were organized to 44 interviewers in data collection and interviewing techniques.
- 16 pilot tests were done in 4 different regions to validate the methodology and interviewing skills.
- One national workshop was organized to validate the process used during the needs assessment.
- 12 training modules are identified and under preparation
- 30-40 local trainers are pre-selected and will receive special training.
- 11 trainings at commune level are delivered with focus villages commissions and board members.
- A baseline study on communal forest sector in Albania is under development

	Name of Staff	Position assigned	Daily Rate	Planned days 2006	Total days
1	Arie Klop	Coord.	1,100	100	30
2	Sheza Tomcini	Advisor	300	110	76
3	Hamit Salkurti	Advisor	300	110	88
4	Almira Xhembulla	Advisor	300	50	12
5	Natasha Mazari	Advisor	300	25	1
6	Lindita Manga	Advisor	300	25	3
7	Dali Horeshka	Advisor	300	25	11
8	Isuf Omuri	Advisor	300	115	79
9	Stavri Pllaha	Advisor	300	120	72
10	Albana Cule	Advisor	300	50	20
11	Elona Stefanllari	Advisor	300	50	12
12	Janaq Male	Advisor	300	120	79
13	Ermira Lubani	Advisor	300	50	36
14	Jetona Myteveli	Advisor	300	50	8
15	Harko Koster	Advisor	300		47
16	Others	Advisors	300		94
	Total days			1,010	678

11. Advisory days

12. Financial report

12.1. Financial report 2006 (1st and 2nd QRTs)

OVERALL BUDGET 2006 (USD)							
	PLANED II	PLANED III	PLANED IV	PLANNED 2006	SPENT I	SPENT II	SPENT 2006
Budget SNV	113,500	102,500	100,500	316,500	157,925	88,075	246,000
Budget WB	35,500	47,500	67,500	150,500	52,689	13,105	65,794
Total budget	149,000	150,000	168,000	467,000	210,614	101,180	311,794

REMUNERATION (TOTAL ADVISORY COSTS) 2006 (USD)							
	II	III	IV	PLANNED	SPENT 1ST QRT	SPENT 2ND QRT	SPENT 2006
Budget SNV	113,500	102,500	100,500	316,500	157,925	88,075	246,000
Budget WB	22,500	22,500	22,500	67,500	33,375	7,725	41,100
Total budget	136,000	125,000	123,000	384,000	191,300	95,800	287,100

REIMBURSABLE COSTS 2006 (USD)							
	II	III	IV	PLANNED	SPENT 1ST QRT	SPENT 2ND QRT	SPENT 2006
1. Needs assessments / follow-up/ review	10,000	3,000		13,000	9,998.28	3,680	13,679
2. Situational analysis	1,000	3,000		4,000	4,481.27	796	5,278
3. Training of trainers	2,000	3,000		5,000	4,834.65	297	5,131
4. Preparations training modules		3,000	2,000	5,000			0.00
5 Awareness programs (village level)		10,000	25,000	35,000		605.37	605.37
6.Org & Technical training/ coaching FUAs		3,000	15,500	18,500			0.00
7. Monitoring/ Evaluation			2,500	2,500			0.00
Total program support (WB only)	13,000	25,000	45,000	83,000	19,314	5,380	24,694

For the third quarter (first quarter of 2007), activities will be carried according to the technical proposal and specific work plans will be developed for each client. Special attention will be given to the activities that are related with the development of training modules, training of trainers and delivering of trainings at village level according to the training program presented in inception report. Two first months will be more preparatory phase and also some training will start, while in the second half of the quarter full series of seminars will be delivered as well as in the other quarters of the year.

For the year 2007, the following break down is estimated:

QUARTER	I	II	III	IV	TOTAL
Advisory days					
National advisors	100	200	300	300	900
Intern. Adv. (coordination)	20	20	30	30	100
External consultants	0	5	10	5	20
Total advisory days	120	225	340	335	1020

PROGRAM SUPPORT (USD) ACTIVITIES CAPACITY BUILDING 2007					
	I	II	III	IV	TOTAL
1. Development of a training or capacity building manual.					
a. A module on training of trainers	500				500
b. A series of modules on the specific training needs	5,000				5,000
2. Training of regional level trainers.	1,500				1,500
3. Training at the national level.		1,500	2,000	2,000	5,500
4. Build up the flexible pool of local trainers	3,000	1,500			4,500
5. Regional representatives undertake training and capacity building activities at the commune level.					
a. FPUA's Technicians		1,000	1,000	2,000	4,000
b. FPUAs Board member	2,000	2,000	3,000	3,000	10,000
c. Awareness FPUAs members	5,000	12,000	15,000	15,000	47,000
d. Updating of training or capacity building modules.				1,500	1,500
OTHER ACTIVITIES					
1. Benchmarks / baseline study	3,000				3,000
2. Building institutional linkages				3,000	2,000
3. Monitoring / evaluation				2,500	2,500
a. PROGRAM SUPPORT					
b. Budget SNV	3,000				3,000
c. Budget WB (NRDP)	17,000	18,000	21,000	29,000	85,000
d. TOTAL	20,000	18,000	21,000	29,000	88,000

13. Planning 3rd Quarter (January-April 2007)

ADVISORY COSTS (USD), 2007

	I	II	III	IV	TOTAL
Budget SNV	51,500	92,500	75,000	92,500	312.500
Budget WB (NRDP)	10,000	15,000	21,000	21,500	67.500
TOTAL					380.000

National advisors (USD)

	I	II	III	IV	TOTAL
Number days	100	200	300	300	900
Budget SNV	24,000	65,500	48,000	65,000	202.500
Budget WB (NRDP)	10,000	15,000	21,000	21,500	67.500
TOTAL	24,000	63,000	86,500	86,500	380.000

International advisors (USD)

	I	II	III	IV	TOTAL
Number days	25	25	25	25	100
Budget SNV	27,500	27,000	27,000	27,500	110.000
Budget WB (NRDP)	-	-	-	-	-
TOTAL	27,500	27,500	27,500	27,500	110.000