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MINISTRY OF EDUCATION AND SCIENCE OF THE REPUBLIC OF BULGARIA
MINISTRY OF LABOR AND SOCIAL POLICY OF THE REPUBLIC OF BULGARIA

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PROJECT DOCUMENT

**CARE LEAVERS
INTEGRATION PROGRAMME**

(CLIP)

Phase: July 01, 2002 – December 31, 2005

Geneva – Sofia, June 2002

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1. BACKGROUND INFORMATION

1.1. Current Status

One of the most important elements of socio-economic policy in the countries in transition to a market economy is the development of human resources. It is a major obligation of any democratic society to create, maintain and develop human resources, to promote the achievements and aptitudes of individuals so that they can have fulfilled professional lives within appropriate work structures.

A specific group of young people, who, for one reason or the other, have not received parental support, presents a serious socio-psychological and economic challenge to society and calls for special efforts by the government. Children who are not raised by their parents often tend to get into difficulties, thus causing problems to themselves, as well as to society as a whole, if they are not cared for in children's homes or institutions. Their integration into society and their professional fulfilment are often rendered impossible by inequalities in the bringing-up, which leads to a lack of social communication skills and difficulties in evaluating reality.

Children who have grown up in children's homes often face difficulties in their integration in society and often fail to achieve successful professional fulfilment. This social group has a proportionately much lower chance in life than other young people; its chances for joining the work force are much lower and professional development in the first years after leaving an institution is much slower.

According to World Bank statistics, a total of 34,120 children, or 1.8 % of Bulgaria's child population, lived in specialised institutions at the end of 1999.

The lack of income (or the low income) as the unavailability of alternative social services providing support to families unable to care for their children on their own, are among the major reasons for the substantial number of children accommodated in social homes. Poverty and the lower living standards of these families act as additional negative factors.

An analysis of the care and support system currently available to disadvantaged children and their families, shows that it is inadequate and in need of reform and points to the prerequisites for the success of such a reform.

Children raised in institutions do not manage to establish a long-lasting relationship with an adult who matters to them, and this leads to the development of an unstable personality. The only lasting relationships built up in institutions are those between children. When they leave the institution, they feel insecure and unstable.

In the Bulgarian society, the socio-cultural model based on viewing a child as an independent individual who has a right to be heard and whose opinion should be respected, is still relatively unknown.

In order to promote the vocational abilities and the social integration of children raised in institutions and in children's homes, co-operation between the educational system and future employers is necessary. The Ministry of Education and Science (MoES) and the Ministry of Labour and Social Policy (MoLSP) have developed a "National Programme for social integration and professional realisation of the young people-graduates of the social homes for raising and breeding children, deprived of parental care in Bulgaria", which was officially adopted by the Council of Ministers on Sept. 19 2000.

The following questions will be addressed as this project is carried out:

- *How, after a period of centralised state rule, will social security, social services and social work be organised in a state that is now market-oriented, constitutional, and democratic, in order to assure care and counselling for young people without family support, and how will these adopted social measures be applied?*
- *Which strategies, concepts, and instruments will be developed to further social and vocational integration in order for these young people to benefit from true integration into Bulgarian society, and what will the results of these efforts be?*

1.2. Conceptual and Legal Basis for this Project

- The objectives of the abovementioned national program could not be reached due to a lack of financial resources and of sufficient professional capacity.
- Legal basis:
 - Law on employment protection (in force from 01.01.2002)
 - Rules for application of the Law on Encouragement of Employment
 - Law on national education
 - Child Protection Act (in force from May 2000)
 - Rules of the Child Homes for Raising of Children Deprived of Parental Care

1.3. Project History

After the ratification of the Child Protection Act and the creation of a State Agency for Child Protection, a series of national and international social care and social work projects were developed in order to put the "Child Act" into practice, the most comprehensive of them being the Child Welfare Reform Project addressing children in Bulgaria, initiated by the Bulgarian Government and the World Bank. This process is receiving active support from the European Union and other international institutions. At present, with their support the processes of de-institutionalisation and introduction of alternative forms of child raising have begun in 6 pilot municipalities, in co-operation with the municipal social assistance services (MSAS) and the child protection departments (CPD) newly opened at them, as well as with the assistance of non-government organisations. The following preventative activities are addressed:

Prevention: parental care, family planning, family counselling, mother and baby support unit, day care, pre-school service, emergency reception centre

Residential care and de-institutionalisation: small group homes, residential care institutions, and preparation for independent life, family re-integration

Although the vocational and social integration of institutional youth is seen to be an important issue, the other implementing organisations within the framework of the de-institutionalisation process have not carried out activities in this field. This is why the Swiss Agency for Development and Co-operation (SDC) has proposed that the MoES and MoLSP National Programme be practically applied in one or two regions, so that the experience gained there can lead to the further development of procedures on providing organised goal-oriented counselling of youth and their vocational training in order to achieve vocational and social independence.

We have dealt with these questions on three information-gathering missions and have spoken individually with the concerned ministries, the authors of this National Programme, the State Agency for Child Protection, the managers and experts of the Child Welfare Reform Project, and with local and international NGO's, and we also organised a round-table discussion with all the authorities who have dealt with this issue on a national level (Sofia, 25.09.2001). Within the framework of another mission (21-30.01.2002) there were meetings with the directors of the child care homes in the towns of Veliko Turnovo, Sevlievo, Lovech, and Dupnitsa, with the mayors of these communities, with the MSPS, CPD, with the Labour Office Directorates, the Inspectorates of Education, with some employers' organisations, as well as with local non-government organisations. Everywhere we were told that social and vocational integration were one of the major problems faced by the institutions. The major conclusion is that all the above institutions and organisations agreed to co-operate actively in carrying out the proposed plans of the national MES and MS programme.

The results and conclusions of these meetings have been documented. They have led to the present formulation of this programme document.

1.4. Relevance of Improving Preparation for an Independent Life

1.4.0 Brief review of the present situation

The institutions for raising and educating children deprived of parental care (orphans, abandoned children, children whose parents are unable to fulfil their parental obligations, etc.) perform their social function by providing basic care and preventing social disintegration. Their activity aims at assisting the young people in completing general schooling and receiving appropriate vocational training. These establishments not always provide the optimum conditions necessary for normal child growing up. Some of the reasons are the old buildings where the child homes are housed and their location in small and far-off areas without good material and cultural conditions, with poor transport and medical services. At present the Ministry of Education and Science is trying to optimise the child home network: in 1994 their number was 98, while now they are 76.

1.4.1 Living and working conditions in the child homes for raising and education of children deprived of parental care:

Despite the efforts of the MES, today's living conditions in the homes for raising and education of children deprived of parental care need improvement. Budget subsidies are limited and outside sponsorship can rarely be relied on. The state guarantees basic living costs only in part. The directors of the institutions are often occupied with raising money to meet basic needs. There is sponsorship in some homes only, but it is not a reliable source of income.

There is not enough personnel to guarantee adequate group life with reliable adult care in the homes. The homes were built and are run on the basis of collective child raising in large groups.

The infrastructure is often antiquated, and life is focused on the activities of large groups so that the young people have no room for their individual development.

Many of the children have either irregular or no contact at all with their parents. Teachers and parents do not carry out enough joint work on improvement of the conditions for child socialisation.

It is worth to notice also that the possibilities for choice of profession are very limited within the capacity of the areas.

By the force of law, the young people are sent back to their places of birth when they complete 18 years of age, although most of them have nearly no contact with their birth areas and even feel as if they were 'rootless trees'.

1.4.2 Professional integration of the young people raised in homes for children deprived of parental care:

Professional integration is often difficult for the following reasons:

- Young people often refuse to find work within the speciality/profession acquired at school and reject jobs offered to them through the mediation of the Labour Office Directorates;
- The lack of a social contacts network, a permanent address and secure wherewithal.;
- As a result of insufficient awareness of administrative procedures, young people having graduated-secondary education proceed to live in other municipalities (at their permanent address) without having their documents transferred or registered at the Labour Office Directorate of the new municipality;
- Actual hardships in young men's joining the army within their regular conscription;
- Negligible or no interest towards the opportunities to be enrolled in professional qualification courses organised by Labour Office Directorates.;
- Lack of confidence in the abilities of the care leavers as well as lack of preparedness for an independent life.

It should be emphasised that, in spite of the difficulties of transition, the society in general and the directors of the institutions in particular do make an effort to prepare these young people for adult life. But it is understandable that the lacks of a normal family life and of normal parental care, in addition to unsatisfactory material conditions, often lead to negative results.

It is also important to note that social and vocational integration cannot be delegated to individual institutions; rather, it is a demand made on all the service providers in the political and economic life and in the social institutions to pool their resources and co-operate together in order to see what possibilities are available for young people and what are the existing obstacles in the way,

and to create clear measures to ensure the young people's vocational and social integration based on these findings.

Accompanying young people from school into professional life, from "dependence" to "responsible adulthood", is of the utmost importance for their further life prospects. The percentage of youth unemployment in the country is the highest, compared with the other age groups. According to the latest studies in this area, * 39% of the youth at 15 – 24 are unemployed. In this relation, the main risk for the young people from the child homes is that, starting to practice unofficial economic activities they can easily slip into criminal offences.

In regard to the existing system for preparing young people for independent life, the three following areas of intervention have been selected for the present co-operation project:

- Veliko Turnovo
- Sevlievo
- Lovech

The choice was made according to various criteria:

- Co-operation is established between these municipalities and they have already taken part in other Swiss-Bulgarian co-operation projects (e.g. Forum, Beautiful Veliko Turnovo and others)
- Relatively low level of unemployment (compared to the country average rate)
- The directors of the home, the directors of the municipal social assistance services, including the child protection departments, take interest in an active discussion of these matters and are ready to get involved
- Good motivation of the local authorities and readiness to collaborate actively
- Due to their location, the three municipalities can give each other mutual support

2. PURPOSE - PROJECT OBJECTIVES – APPROACHES- ACTIVITIES OF THE CARE LEAVERS INTEGRATION PROJECT (CLIP)

2.1. Purpose

The Project has the purpose of supporting the improvement of the child welfare in Bulgaria, especially as regards children deprived of parental care.

2.2. Overall Objective

In pursuance of the above purpose, the Project has the overall objective of achieving accelerated, purposeful and effective vocational and social integration of the young people raised and educated in social institutions for children deprived of parental care

More specifically the Project aims :

- To ensure basic living conditions: appropriate standard of living, housing, and social and cultural services for young people leaving the social institutions
- To achieve the general educational preparedness and vocational qualification of young people leaving social institutions
- To ensure the employment of these young people who have grown up in homes for raising and educating children deprived of parental care
- To develop partnerships at all levels in view of implementing the programme.
- To develop sets of measures in order to contribute to the independence of the teenagers
- To set up criteria to assess the work done in the social institutions
- To set up criteria to assess the work done among the social services
- To create conditions in order to initiate legal changes for a better socio-professional integration of the care leavers in Bulgaria

2.2. Specific Objectives and Implementation approach

2.2.1. Specific Objective N°1:

To support the achievement of the general preparedness for an independent life of young people leaving social institutions

The support in achieving of the general preparedness for an independent life of the young people leaving social institutions includes:

- **To support young people in social and professional aspect for their preparation for an independent life before leaving the institutions;**
- **To provide after-care for those leaving the social homes through providing them a support as regards the social and professional aspect of their lives**

2.2.2. Specific Objective N°2:

To support the introduction of forms of residence and accompaniment during the transition from the home to an independent life inside and outside of the institutions

The homecare workers, the social workers and the teachers are trained on different aspects of how to support the transition from the homes to an independent life of the care-leavers.

2.2.3. Specific Objective N°3:

To set-up a complex of measures in co-operation with the concerned institutions in this domains at local level in order to ensure social integration and professional orientation and realisation of the pupils and the care-leavers

A partnership network among the social institutions, local authorities, regional social and educational offices, municipal social and educational services, employer's organisations and local NGOs is developed.

The social integration and vocational orientation and realisation of youth in homes cannot be delegated only to the institutions. This task is facing the public service providers as well the whole civil society. In this respect it is deemed necessary to increase also the public awareness.

2.2.4. Specific Objective N°4:

To support the government's efforts in establishing a legal provisions for providing professional after-care for young people over the age of 18

Methodological guidelines for the support of young people before and after leaving the social homes are established and submitted to the attention of the concerned ministries and institutions for eventual further conceptualisation and implementation.

(The Project environment is shown in Annex B of the present Project Document)

2.2.5. Implementation Approach

In order to implement the above objectives, all the young people aged 15 and up from the selected institutions in the 3 pilot municipalities will be screened and accompanied individually until they leave the institution and social and vocational integration has been achieved. The experience gathered here should then serve as a countrywide, focused method to prepare and accompany young people in institutions on their way to an independent professional and socially integrated life. All the modules together form a whole and are conceived as a unified program, which should support the social and vocational integration of young people.

Additional training for home workers, social workers, psychologists

- Care for youth from age 15 on in the institution
- Cooperation school - social center
- Accompanying youth in independent living groups
- Additional training for youth care workers

Preparation Programme for Young People from age 14/15/Development of a Curriculum

- Educational/Psychological programmes
- Development of plans for future
- Recreational possibilities
- Peer group education
- Focused vocational training programs

Operational Group

- Coordination meeting in the municipalities involved to ensure active participation :
- Creation of trainee and apprentice positions
- Jobs
- Living space for young people

Training should always be based on the following methodical principles:

- Practical forms of knowledge transfer
- learning in groups (theme-centred interaction)
- conscious-raising and reflection
- including guest students
- close monitoring of the young peoples' curriculum
- team teaching shared by Bulgarian and Swiss professionals

Adaptation of existing infrastructure and of living space both in and outside of the institution for young people who have no social network to rely on is a necessary condition for the successful project implementation

Structural adaptation in the homes

- introduction of group system for young people
- training possibilities

Living space for young people without social network

- municipalities provide living space
- programme for renovation of living space by unemployed workers
- providing furniture

Easily accessible counselling and meeting places for young people

- as part of social centers if possible
- peer group education

As regards a *higher level*, some basic conditions still need to be defined in collaboration with the concerned institutions:

- Possibilities of support for young people over 18 years old
- Financial support for goal-oriented vocational measures aimed at young people over 18
- Professional care structures for young people after they leave the institution

It is assumed that with the provision of more living space for young people from age 17 on outside the homes, a gradual decrease of institutional living space will be possible and that some funds would then be freed to finance these new undertakings at least in part.

2.3. Activities and Results of the CLIP (2002-2005)

2.3.1. Related to Specific Objective 1:

“To support the achievement of the general preparedness for an independent life of young people leaving social institutions”

These activities aim at developing further the personality, the self-confidence, self-esteem and independence of the young people leaving the social homes. The expected results are that the care-leavers develop aptitudes to solve by their own the problems with which they will be

confronted in an environment out of the homes. Another important output will be the gain of a higher social competence and the development of the sense of initiative and responsibility.

	Activities 2003-2005	Results
1.1	<ul style="list-style-type: none"> • Screening of the young people in the 4 social homes who will be leaving the institution (15-18 yrs old) • Individual approach in order to formulate the social and vocational perspectives for each young person 	An individual plan for each young person is established
1.2	<ul style="list-style-type: none"> • To implement a support and accompaniment programme dealing with the transition to an independent life (Local NGOs) • To carry out goal-oriented preparation programmes to support young people on their way to an independent life out of the homes. 	<p>The care-leavers are prepared in social and professional aspects for their “new” life out of the homes:</p> <ul style="list-style-type: none"> • Further personality development • Programs to increase qualifications in specific aptitudes • Social skills
1.3	<ul style="list-style-type: none"> • To discuss with the professional staff of the homes, the initiation of conceptual changes, needed to achieve focused care and support for the careleavers (see 1.2 above.) • Adaptation of the provided space inside the social homes 	<ul style="list-style-type: none"> • The concerned staff of the institution participates in elaborating the youth-care plan, the daily schedule, team work, mentoring etc) • Space for practicing days-to-days activities is renovated and utilised
1.4	<ul style="list-style-type: none"> • Practical preparation for leaving the home and after-care activities: <ul style="list-style-type: none"> a) To refurbish the lodging facilities guaranteed by the respective Municipalities outside of the institutions b) To secure the process of after-care 	<ul style="list-style-type: none"> • The lodging facilities are refurbished (with the participation of the young people) • The after-care process is secured: job orientation/social network/accompaniment/counselling

2.3.2. Related to Specific Objective 2

“To support the introduction of forms of residence and accompaniment during the transition to an independent life inside and outside of the social homes”

By implementing the below listed activities, will enable the homecare workers, the concerned social workers and teachers to identify the young people socio-educational and vocational needs in order to prepare them for an independent life after leaving the homes and support them in developing a social network outside the homes.

An important part of these activities consists in conducting trainings by combining practical experience, transmission of professional know-how and reflection on each worker’s own way of proceeding. During the project implementation, additional topics can be added if deemed necessary.

	Activities 2003-2005	Results
2.1	<ul style="list-style-type: none"> • To conduct a training programmes in the 3 Municipalitiesfor: <ul style="list-style-type: none"> - Homecare workers - Social workers (Social Services, incl.Child Protection department) - Teachers • To compile the modules of the training programmes and the respective outputs and further recommendations 	<ul style="list-style-type: none"> • All the participants are trained for care and accompaniment of young people during the transition to an independent life inside and outside of the institutions • The training modules are compiled and printed out.
2.2	<ul style="list-style-type: none"> • To discuss with the professional staff of the homes on the initiation of conceptual changes, needed to achieve focused care and support for the care leavers (see 2.3.1 above.) • To carry out goal-oriented preparation programmes to support young people on their way to an independent life in and out of the homes. 	<ul style="list-style-type: none"> • The concerned staff of the institution participates in elaborating the youth-care plan, the daily schedule, team work, mentoring etc) • Space for practising days-to-days activities is renovated and utilised

For the whole project duration, a training programme focussing the concerned professionals in the domain of child welfare and social assistance(see 2.1. above), will be conduct. The following modules are envisaged:

- A. Daily practice in improving the socio-psychological capacities (gain self-confidence, improved communication etc) of the pupils of the social homes (15-18 yrs);
- B. Socio-cultural and vocational aspects of the young's people environment;
- C. Development and integration of new perspectives related to the preparation of the institutionalised youths for their life outside of the social homes
- D. A new model of daily care work corresponding to the conceptual changes
- E. Multi-discipline co-operation of the concerned institutions

2.3.3. Related to Specific Objective N°3:

To set-up a complex of measures in co-operation with the concerned institutions in this domains at local level in order to ensure social integration and professional orientation and realisation of the pupils and the care leavers

The process of social integration and professional realisation of the care leavers cannot be limited only within the social homes. This process requires the interaction and contribution of the public service providers as well as the civil society. In order to improve the networking between the key institutions involved in the social and professional integration of the care-leavers at the municipal and regional level, an Operational Group (OG) will be established in each of the 3 pilot municipalities where the project is implemented, namely Veliko Turnovo, Sevlievo and Lovech.

	Activities 2003-2005	Results
3.1	<u>Operational Groups</u> <ul style="list-style-type: none"> • To establish an Operational Group (OG) per Municipality • Regular meetings of the OG to discuss the project progress and planning next steps • To develop an interaction between the institutions concerned of the CLIP at local level • To develop a local strategies aiming to improve the integration of the care leavers in the community 	<ul style="list-style-type: none"> • 3 Operational Groups are established and meetings are held • Well functioning co-operation between all the institutions concerned • Increased awareness of the various serviceproviders for issues concerning young people in social homes • A Public Awareness Campaign through the local media is implemented
3.2	<u>With the Municipalities</u> <ul style="list-style-type: none"> • To identify and provide the available lodging spaces for the care leavers • To work out the concept of setting easy access counselling and meeting places for after-care 	<ul style="list-style-type: none"> • Co-operation agreements are signed • Counselling and meeting places are opened
3.3	<u>With the Labour Office Directorate/Social Services</u> <ul style="list-style-type: none"> • To provide a vocational training for the care-leavers interested in • To provide regular up-date of the eligible jobs • To follow-up the professional development of the care leavers • To accompany and counsel 	<ul style="list-style-type: none"> • Care leavers are trained in order to gain additional vocational competencies • Young people are informed about job opportunities • Follow-up of their professional development assured

2.3.4. Related to Specific Objective N°4:

To support the government's efforts in establishing a legal provisions for providing professional after-care for young people over the age of 18

The improvement of the child welfare and integration in social and professional aspect of the young people represents an important issue for the Bulgarian Government. The establishment of after-care services represents an integral part of the Government's efforts in this domain

	Activities 2003-2005	Results
4.1	<ul style="list-style-type: none"> To inform on the project progress and to cooperate with the key institutions in this domain : Ministry of Education and Science, Ministry of Labor and Social Policy, State Agency for Child Protection, 	<ul style="list-style-type: none"> Steering Committee Meeting held
4.2	<ul style="list-style-type: none"> To establish Guidelines on the basis of the project experience for the support of young people graduates of the social homes over the age of 18 To find out the possibilities to diffuse the project experience through diffusing the Guideline in other municipalities interested in To conduct public discussions (Round Tables) on the necessity to introduce after-care services 	<ul style="list-style-type: none"> Guidelines compiled and submitted to the concerned institutions Guidelines translated and printed out Decision as regards establishing legal provisions concerning this issue, is taken.

3. ASSESSMENT OF RISKS AND POTENTIALS

3.1. Assessment of risks

3.1.1. Co-operation with bodies of local self-government

It is important to inform all those involved and to attain interest and basic willingness to co-operate

Important: Directors of the selected social homes / municipal authorities / MSAS-CPD / Labour Office Directorates/Regional Education Inspectorates / employers' organisations

3.1.2. Motivation of care workers in homes

It is important to carry out an assessment and to work only with home care workers, who are really interested in this subject.

3.1.3. Employment Status

The project is being carried out in places where urbanisation allows for the social and vocational integration of the young people.

Right from the beginning, it is therefore important to contact all those who could contribute to the integration of young people in the region and to integrate them into the project network. An important point is the employers' commitment.

3.1.4. Legal Basis

Presently, no possibilities for financial support for providing after care facilities for young people leaving the institutions over the age of 18 (Who is responsible for care after the age of 18? Who is responsible for lodgings for young people? Social services? Others?)

3.1.5. Process of De-institutionalisation

Is it possible that the creation of adapted living quarters for young people lead directly to a reduction in the population of children's homes. Weak possibility that financial means from the homes be redirected to non-institutional support and living space for young people.

3.1.6. Ethnic Minorities

Since nearly 80% of the young people come from ethnical minorities in Bulgaria, their social and vocational integration is made even more difficult.

3.2 Evaluation of the Potentials

3.2.1 Care Leavers Social Integration and Professional Realisation

This is an important issue for the two ministries, which have made a fundamental study of this subject; the present project proposal covers nearly all the topics covered by them.

3.2.2 Co-ordinated and additional co-operation with World Bank and EU projects

The Child Welfare Reform Project represents a major positive factor in this domain.

3.2.3 Qualified training for care workers to assure adequate support for young people.

3.2.4 Win/win situation for all concerned

- Young people: realistic preparation and perspectives after leaving the institution (work and accommodation)
- Home care workers: Can carry out his/her work with better qualifications. Has additional training as youth social worker (open youth work)
- Homes: Structural changes in the buildings and better qualifications of care workers

- Mun.Soc.Serv-Child Prot.Dept : Additional qualification for the care workers, adaptation of available rooms to easy access and adequate accompaniment of young people

3.2.5 Legal basis

Child Protection Act, adopted in May, 2000 (Expected Amendments in 2003)

3.2.6 State Agency for Child Protection

The Agency has taken over important methodological and co-ordination functions in the child protection area

3.2.7 National Programme

for social and vocational integration of young people deprived of parental care, who have left social and educational homes, adopted by the Council of Ministers on Sept. 19, 2000.

4. PROJECT BENEFICIARIES AND PARTNERS

4.1. Project Beneficiaries

The project beneficiaries are :

- The care-leavers of the 4 pilot social homes
- The concerned professional staff (especially educators in the selected social homes)
- The concerned professional staff from the Social Services/Labour Offices at Regional and Municipal level

4.2. Project Partners

4.2.1. At National Level are:

- The Ministry of Education and Science
- The Ministry of Labour and Social Policy
- The Employment Agency
- The Agency for Social Assistance
- The State Agency for Child Protection

4.2.2. At Regional Level are:

- The Regional Education Inspectorate
- The Regional Labour Office Directorate
- The Regional Social Assistance Services

4.2.3. At Municipal Level:

- The Social Homes for children deprived of parental care in Lovech, Sevlievo and Veliko Turnovo
- The Mayors of Lovech, Sevlievo and Veliko Turnovo
- The Labours Office Directorate
- The Municipal Social Assistance Services
- Employer's Organisation
- Non-Governmental Organisations (NGOs)

The Swiss partners are : the Swiss Agency for Development and Co-operation and the International Social Service Foundation-Geneva

4.3. Duties of the Partners

4.3.1 The Ministry of Education and Science will support the project implementation as follows:

- Hiring of one or two additional child care workers per pilot home to work with youth
- Gaining permission to make infra-structural and conceptual modifications to the homes in order to facilitate the transition to a more independent life for young people
- Permission to partially rebuild the two homes in Lovech and for the reconstruction of one institution in this community (permission must be granted by the MES. The SDC is willing to submit plans and to participate in funding and furnishing of premises).
- Commitment to regular attendance of steering committee meetings
- Active co-operation and professional exchange between MES experts and the project team
- Active support from lawmakers to facilitate integration of these young people (see p. 10, Goals at National Level)
- Ensuring the wages of the child care workers, psychologists during the training period

4.3.2 The Ministry of Labour and Social Policy will support the project implementation as follows:

- Commitment for 2 social workers per municipality to participate regularly in workshops
- Active support for the request that labour offices get involved in vocational counselling and in job placement for these young people
- Active support (perhaps by employing more personnel) for social services (especially for child protection) in carrying out their mandate to give professional support in providing perspectives for the future and counselling after young people leave the institutions
- Commitment to regular attendance of steering committee meetings
- Active co-operation and professional exchange with MS experts and the project team
- Active support from lawmakers to facilitate integration of these young people
- Ensuring the wages of the social workers during the training period
- Provision of funds within a National Employment Action Plan for vocational training and encouraging employers in hiring care leavers
- Active support to help care leavers to find a work (collaboration with the potential employers)

4.3.3 The Municipalities of Lovech, Sevlievo and Veliko Turnovo and their respective social assistance services/Schools will support the Project implementation as follows:

- Commitment to regular attendance of Operational Group (OG) meetings
- Provide support for the OG Meetings :i) establish jointly the agenda's meetings with the ISS – B Project Co-ordinator; ii) meeting rooms
- Provide lodging facilities for the care leavers who want to set up in the respective municipality, but originally have another birth place.
- Support the diffusion of the project experience in other municipalities by sharing their own experience ;
- The municipalities will help the Ministries to take over the project at its end
- Social Homes/MSAS and eventually schools are willing to participate in this project and following the commitments of the MoLSP agree that: 2 home care workers, one psychologist from social home, 2 social workers, eventually 2 teachers from specialised schools in the Municipality attend the training.
- Willingness to reflect on the commitment made to these young people, to make adaptations and improvements which serve the young people's needs, and to communicate these improvements to their work colleagues as well as applying them in their own institutions.
- Readiness to co-operate with external experts when screening young people and when applying the support programs.

4.3.4 SDC through ISS will support the Project implementation as follows

- Implementation of the project through International Social Service (ISS or SSI in French)
- Contractual arrangement with the Municipalities as regards the lodging facilities for the care leavers
- Attendance to the Steering Committee Meetings of the project
- Providing support to ISS-Bulgaria when deemed necessary

5. PROJECT ORGANISATION

A Memorandum of Understanding between Switzerland and Bulgaria regulates the responsibilities and tasks of the individual partners.

A Steering Committee and an Operational Committee ensure the management of the project.

The Steering Committee has a strategic role and enjoys political and institutional support, whereas the role of the Operational Committee is of technical character; it exercises the operational co-ordination

(The Project Organisation is shown in Annex C of the present Project Document)

5.1. Decision-making and Strategic Level of the Programme

The Steering Committee (SC), the highest decision-making body of the project has the following composition:

- The Ministry of Labour and Social Policy (1 representative: A Vice-Minister)
- The Ministry of Education and Science (1 representative: A Vice-Minister)
- The Counsellor for Co-operation of the Embassy of Switzerland in Bulgaria (SDC representative)
- The designated Project Director from International Social Service-Geneva
- The State Agency for Child Protection (1 representative: Deputy Chair person)
- The Executive Project co-ordinator (ISS-B) as Secretary (no voting rights)
- Experts : (by invitation, according to need, (no voting rights)

The ISS Project Director, Switzerland, will be appointed by the ISS to plan and monitor the overall programme. The SSI Programme Director will be member of the steering committee and will be entitled to vote. The SSI is responsible for managing the funds made available to the programme by the Swiss Development and Co-operation Agency (SDC).

The ISS Executive Project Co-ordinator for Bulgaria is appointed by the ISS. His/Her main task is: to provide co-ordination and implementation of the project, following the operative plan approved by the Steering Committee.

6. COORDINATION AND COOPERATION

6.1. Institutional framework

The implementation of CLIP will be governed by a Memorandum of Understanding signed by the Ministry of Education and Science and the Ministry of Labour and Social Policy on behalf of the Government of the Republic of Bulgaria and by the Ambassador of Switzerland in Bulgaria on behalf of the government of the Swiss Confederation.

The partners for the implementation of the project are the Ministry of Education and Sciences and the Ministry of Labour and Social Policy and the Swiss Agency for Development and Co-operation (SDC).

6.2. The Program Implementation Unit (International Social service-Bulgaria)

SDC has entrusted the International Social Service Geneva (ISS) with implementing the entire project. The nature of the planned activities (for example, setting up and organising a co-ordination office, recruiting Bulgarian staff, transferring funds from Switzerland to Bulgaria and inside Bulgaria) makes it necessary for the ISS to have legal status.

A Project Implementation Unit is established by ISS in Veliko Turnovo under the name of International Social Service-Bulgaria with legal registration as non-commercial organisation with public aims. ISSB shall be entrusted with the execution of the project in Bulgaria as described in the present Project Document. ISSB shall be headed by a “Executive Project Co-ordinator”, supported by a “Administrative Project Co-ordinator” and a “Secretary”, all of them to be full-time recruited and remunerated directly by ISS. Additional local co-ordinators might be recruited and directly remunerated by ISS B, according to the project’s needs.

6.3. The Steering Committee (SC)

The SC of the CLIP is composed of the following members :

- The Bulgarian Vice Minister of Education and Science;
- The Bulgarian Vice Minister of Labour and Social Policy;
- The Deputy Chair Person of the State Agency for Child Protection;
- The SDC’s Co-ordinator in Sofia and
- The CLIP Project Director from ISS Switzerland;

Other persons might be invited according to the needs. The Executive Project Co-ordinator will act as secretary for the Steering Committee.

6.4. Operational Groups

In order to improve the networking between the key institutions involved in the social and professional integration of the care-leavers at the municipal and regional level, an Operational Group (OG) will be established in each of the 3 pilot municipalities where the project is implemented, namely Veliko Turnovo, Sevlievo and Lovech. The Operational Groups represent an important level which will be active during the whole project implementation and will also serve as a strategic link between the field and the Steering Committee. Their objectives and scope of work are described in details in their Terms of Reference.

Each Operational Group comprise representatives from different institutions as follows:

- Municipal Social Assistance Services (incl. Service for child Protection)
- Labour Office Directorates
- Local Authorities
- Regional Education Inspectorate
- Director of the respective social home for raising and breeding children, deprived of parental care
- Regional Structures of nationally representatives employer's organisations
- NGOs and other organisation operating in the field of Child Protection and welfare improvement;
- The Project Implementation Unit (ISS-B)

7. CONTRIBUTIONS (July 1, 2002 – December 31, 2005)

7.1. Swiss Contributions :

The contribution of the Swiss Government is meant to cover all foreign technical assistance costs (experts) and management costs of the International Social Service executive project office in Veliko Turnovo for the realisation of the CLIP activities. The details are shown in the summary budget, which is Annex 2 of the Memorandum of Understanding.

7.2. Bulgarian Contributions :

The contribution of the Bulgarian Government will consist in the provision of the necessary facilities and living space as required in the 4 pilot social homes, in providing and remunerating the personnel as required for the project implementation and to secure the necessary funds for the vocational training of the concerned care leavers for the whole project duration. Those contributions are indicated in the Summary Budget, which is Annex 2 to the Memorandum of Understanding.

8. MONITORING AND EVALUATION

8.1. Monitoring:

Ongoing observation and monitoring of the process of project implementation and target achievement will be ensured on three levels:

1. At the level of the pilot social homes per municipalities: by the local co-ordinators on the basis of their monitoring instrument and by the respective Operational Group;
2. At the level of the overall project: by the Executive Project Co-ordinator in collaboration with the ISS Project Director, on the basis of quarterly and annual reports from the projects and regular meetings with the SDC;
3. At the level of the overall project: by the Steering Committee and by the ISS as the organisation which is carrying out the programme, on the basis of operational and financial quarterly, half-yearly, and yearly reports as well as of tours of inspection.

The Steering Committee will receive a report from the executive project co-ordinator every three months, after interim-evaluations.

8.2. Evaluation

During second half of Year 2003, a mid-term assessment shall be conducted to review the results achieved in pursuance of each of the main project's objective and make recommendation for the continuation of the project. This assessment should be an internal evaluation.

During second half of Year 2005 an external evaluation will be conducted to enable the two Governments to make decision regarding the possible continuation of their co-operation beyond December 31, 2005, as stipulated in article 7.2 of the Memorandum Of Understanding.

9. BUDGET SUMMARY 2002-2005

		Municipalities				CHF
		VT	Sevlievo	Lovech	Others	TOTAL
Part 2 Trust Fund Budget						
2.2	Project Costs					
2.2.1	Infrastructures	268,000	268,000	268,000	0	804,000
2.2.2	Training prof.staff	86,340	86,340	86,340	0	259,020
2.2.3	Activities with the youth	120,000	120,000	120,000	0	360,000
2.2.4	Operational Groups	7,200	7,200	7,200	0	21,600
2.2.5	Others	6,000	6,000	6,000	0	18,000
Sub-total costs in Bulgaria		487,540	487,540	487,540	0	1,462,620
2.3	Other Trust Fund Costs					
2.3.1	Diffusion project's experience	0	0	0	200,000	200,000
Sub-total other TF costs		0	0	0	200,000	200,000
Total Trust Fund Budget		487,540	487,540	487,540	200,000	1,662,620
SWISS CONTRIBUTION 2002-2005						1,662,620
BULGARIAN CONTRIBUTION*						490,162
GRAND TOTAL PROJECT COSTS						
YEARS 2002 - 2005		0	0	0	0	2,152,782

* The Bulgarian contribution represents the total contribution of both the Ministry of Education and Science (CHF 69'228) and the Ministry of Labour and Social Policy (CHF 420'934)

(The detailed budget is shown in Annex A of the present Project Document)

ENVIRONMENT

- Introduction of forms of residence and accompaniment during the transition from the home to an independent life.
- Supporting the young people in the homes in their vocational choice and in professional and social integration

- Further education for workers (educators and social workers) accompanying young people inside and outside the institutions
- stationary and mobile forms of care in aiding young people in homes in their social integration
- reducing size of institutions
- decreasing delinquency

INDIRECT EFFECTS

INSTITUTIONAL IMPROVEMENTS

- Adequate care and living space for young people in and outside of homes
- Programmes to prepare young people for life outside of the institution
- Providing places which young people without a functioning social network can easily visit (social centers)
- Assuring more resources to support vocational integration of young people
- Establishing a legal basis for support for young people over the age of 18

TARGET GROUP

- Young people without a social network they can count on who are of age to leave the institution
- Social workers wishing to qualify for mobile and stationary work with young people
- instructors in the domain of juvenile work

PERSONNEL

- Pilot project to train personnel of homes, social centers, possibly schools in three communities
- Possibilities for development of these activities in all other communities in Bulgaria

DIRECT EFFECTS

Project Goals 2002-2005

- Support for institutional youths on their way to social and vocational autonomy (living, care, and possibly work solutions for at least 150 youths
- Provision of professional and structural basis for accompanying young people in and outside of the homes (additional qualifications for at least 30 youth workers
- Providing learning materials
- A guideline delineating steps to be taken to accompany and care for young people in all childrens' homes in Bulgaria

ACTIVITIES

- Developing programmes for childrens' home workers together with professionals in Bulgaria and Switzerland
- Screening and recruiting motivated social workers from CPD and others.
- Supervision of curriculum for 150 youths from ages 14/15 on
- Adapting care and infrastructure in the homes
- Providing of lodgings in cooperation with the respective municipalities
- Providing of easily accessible places for social work with youth
- Qualified training programmes for the young

