

STANDARD TWINNING LIGHT PROJECT FICHE

1. Basic Information

1.1 Programme: SEI-2007

1.2 Twinning Light Number:

1.3 Title: Support for the implementation of LEADER Measure under IPARD

1.4 Sector: Agriculture

1.5 Beneficiary country: Turkey

2. Objectives

2.1 Overall Objective(s):

Strengthening the institutional capacity for alignment with EU Rural Development Policy

2.2 Project purpose:

To build institutional capacity of the Managing Authority (MA) and IPARD Agency for the implementation of the LEADER measure under IPARD.

2.3 Contribution to National Development Plan/Cooperation agreement/Association Agreement/Action Plan

In The Ninth National Development Plan, the priorities regarding “Ensuring Development Based on Local Dynamics and Internal Potential, Increasing Institutional Capacity at the Local Level and Ensuring Development in the Rural Areas” are defined under Ensuring Regional Development Axes. The Plan points out the necessary measures for local development such as ensuring development based on local dynamics and internal potential, increasing institutional capacity at the local level, ensuring development in rural areas. In this context, the project will contribute to the fulfillment of the measures of the The Ninth National Development Plan.

3. Description

3.1 Background and justification

The European Union (EU) has established a new framework for the assistance to candidate and potential candidate countries by the IPA Council Regulation (EC) No 1085/2006, the Instrument for Pre-Accession Assistance (IPA). The IPA will be implemented during 2007-2013 periods. The instrument has five components and Turkey is entitled to benefit from all five components.

The Commission has adopted the regulation implementing the IPA Council Regulation, detailing applicable management and control provisions, the IPA Implementing Commission Regulation (EC) No 718/2007.

The Component V of IPA (IPA Rural Development- IPARD) aims to prepare the candidate countries for the implementation and management of the Community's Common Agricultural Policy and shall in particular contribute to the sustainable adaptation of the agricultural sector and rural areas. IPARD will also contribute preparation for the implementation and management of

the Community's Rural Development Policy established by the Council Regulation No 1698/2005.

The IPARD funds are to be implemented through a single multi-annual "Rural Development Programme" covering the 2007-2013 period. The IPARD Programme of Turkey has been designed by taking into account both the priorities and needs of the Country in the pre-accession period within the context of rural development and the strategic priorities of the EU's Multi-annual Indicative Planning Document for 2007-2009 (MIPD). The Programme was adopted by Commission Decision on 25 February 2008 following the favourable opinion of the Rural Development Committee on 19 December 2007.

The Framework and Sectoral Agreements concluded between Turkey and the European Commission are setting out the further detailed rules for Turkey for the implementation and management of the IPARD Programme. The Operating Structures, which are defined under Article 12 of the Sectoral Agreement (SA), are:

- (a) the Managing Authority (MA),
- (b) the IPARD Agency.

With regard to the designation of the Managing Authority, the Ministry of Agriculture and Rural Affairs (MARA) has been identified as the Managing Authority with the National Rural Development Strategy adopted by High Planning Council Decision published in Official Gazette dated 04 February 2006. After the designation of MARA as the Managing Authority, the Internal Control Department under the Strategy Development Board was appointed to fulfil the duties of Managing Authority by the Minister Decision dated 17 May 2006.

The IPARD Programme has been drafted by the Strategy Development Board and all necessary communications with regard to IPARD Programme preparations have been made with EC by this department till the adoption of the Programme. The IPARD programme will be implemented in two phases. The first phase will include the years 2007-2009 and the second phase will include the years 2010-2013. In the first phase the following measures are selected for implementation

Under Axis 1:

- Investments in Agricultural Holdings
- Investments in processing and marketing of agricultural and fishery products to restructure those activities and upgrade them to Community standards
- Support for the setting-up of producers groups

Under Axis 3:

- Diversification and Development of Rural Economic Activities,
- Technical Assistance

In addition to the measures implemented in the first phase, the following measure will be implemented in the second phase :

Under Axis 2:

- Actions to improve the environment and the countryside (Agri-environment payments)
- Preparation and implementation of local rural development strategies (LEADER Approach)

In this framework the implementation of activities relating to LEADER measure is planned to get started in the second phase of the programme subsequent to an intensive prior capacity-building process. The efforts for capacity building need to be started immediately in order to be able to implement the LEADER measure in the second phase (2010-2013) of the IPARD program and in order for the accreditation of IPARD Agency for the implementation of LEADER measure. In this context, technical fiche for LEADER measure needs to be reviewed and elaborated since it presents an outline in the program.

As the Managing Authority and IPARD Agency do not have yet the capacity to implement this measure, the institutional capacity needs to be set up so as to provide adequate guidance and monitoring of the implementation of the LEADER approach. For this reason, the focus should be given to the capacity building of these two structures.

3.2 Linked activities (*other international and national initiatives*):

The strategic local partnerships, based on a bottom up approach and formalized local private partnerships are so far not existing in Turkey but only limited experience with a few projects.

However, there is need to build up especially a formalised bottom-up approach and local capacity at large scale which will take some time to do so. There are only a few recent rural development projects which partly have a similar approach but they neither based on the same elements as the EU LEADER approach nor on the same philosophy. The recently implemented IFAD funded rural development projects in Ordu-Giresun and Sivas-Erzincan are partly build on LEADER approach. For example, the village development plans in the province of Ordu and Giresun were completed and projects were subsequently implemented in accordance with these plans. The plans were prepared by the villagers in order to assist them according to the priority of their needs. The IFAD project was conceived with a view to developing farmers' physical environment and raising their incomes by creating new and income generating activities as well as making sure that the beneficiaries were strategically involved from the start.

Another similar approach was used in the Village Based Investment Support Programme under the Agricultural Reform Implementation Project (ARIP) by the World Bank implemented from 2005-2008. The experience built-up with ARIP regarding the **animation** of local actors could prove useful tools for the implementation of the LEADER approach when the implementation starts.

There are also previous EU financed projects in Turkey relevant to rural development, which have been implemented so far.

“TR 0402 08 Preparation for the Implementation of the EU Common Agricultural Policy”

Subproject: Support for Preparation of Rural Development Plan and Strengthening Institutional Capacity for implementation of the Plan. Under this project IPA Rural Development Plan was prepared and the necessary infrastructure was identified to support the implementation of the RDP in line with the EU acquis.

“TR 05 03 05 Establishment of IPA Rural Development Agency Project”.

This project aims at establishing the identified structures necessary for implementation of Rural Development Plan measures and also identifies equipment needs, defines training programmes etc.

Therefore, this project on support for the implementation of LEADER Measure under IPARD which aims the strengthening the institutional capacity will be the complementary project for implementation of the IPA Rural Development Programme.

3.3 Results:

Mandatory Result 1: Establishment of the the institutional capacity of the Managing Authority and the IPARD Agency for the implementation of the LEADER measure under the IPARD Programme.

Objectively verifiable indicators

1.1. Trained 20 people from Managing Authority and IPARD Agency and related NGOs on the LEADER Measure under IPARD by the third month of the project.

1.2. Prepared MA guideline and Turkish regulation on establishment of Local Action Groups by the second month of the project, including definition of the legal status of LAGs.

1.3. Technical Fiche regarding LEADER in the IPA Rural Development Programme reviewed and finalized by the fourth month of the project.

1.4. Organized study visit for 6 staff to EU Member States in the fourth month of the project.

Mandatory Result 2: Managing Authority and IPARD Agency acquired the necessary skills and insights to apply the LEADER approach.

2.1. Prepared guidelines for the preparation of local development strategies by the third month of the project.

2.2. Defined criteria for the selection of pilot areas (territorial analysis) for the establishment of potential LAGs and procedures for the selection of the LAGs by the second month of the project.

2.3. Drafted content of the Local Development Strategy for two pilot areas by the third month of the project

2.4 Establishment of Pilot Local Action Group in two pilot areas by the fourth month of the project.

Mandatory Result 3: Raised awareness of related institutions and local people on preparation and implementation of local development strategy.

Objectively verifiable indicators

3.1. Two workshops and four meetings organized for local NGOs and stakeholders raising the knowledge about LEADER measure by end of the project.

3.2. Leaflets on general information on LEADER measure prepared and published by the fourth month of the project.

3.4 Activities:

The activities will be achieved under a Twinning Light Contract between Turkey and a Member State. The duration of the contract is envisaged as 6 months. The twinning light partner and the beneficiary are going to work in close cooperation. The activities consist of following items;

1. Examination of the existing situation and relevant documents and defining the responsibilities of the Managing Authority, the IPARD Agency and the Local Action Groups for the implementation of the LEADER measure.
2. Support for the preparation of the legislative and institutional framework required for the establishment of the Local Action Groups (LAGs) and preparation and implementation of the Local Development Strategies.
3. Reviewing and finalizing technical fiche regarding LEADER Approach in the IPARD Programme such as the determination of minimum number of LAGs and financial tables' calculations of sub measures and etc.
4. Setting up the procedures for the selection, establishment and the running of LAGs.
5. Definition of the criteria for the selection of the pilot implementation area (territorial analysis).
6. Drafting the content of the Local Development Strategy for the pilot implementation.
7. Support for the preparation of a pilot Local Development Strategy of a selected pilot area of Turkey.
8. Support for the MA and IPARD Agency for the accreditation of the measure regarding the LEADER.
9. Assessment of the training needs and development of a training plan for preparation and the implementation of the LEADER Approach.
10. Training of the staff of Managing Authority and IPARD Agency for the preparation and the implementation of the Local Development Strategies.
11. Preparation of leaflets, posters and manuals regarding LEADER approach for stakeholders.
12. Conducting workshops, seminars, regional meetings, media activities etc. in which local actors will be involved and given the opportunity to discuss the needs of their areas.
13. A five-day-study visit is envisaged for 6 Turkish experts from MA, IPARD Agency and NGOs to the selected member state to familiarise with and study the procedures currently implemented in a Member Country to provide the Turkish experts with a hand on experience in the implementation, administration, management and control activities of the LEADER measure.

3.5 Means/ Input from the MS Partner Administration:

The twinning light partner shall make a team of experts available for the successful completion of the project and ensure that these experts work in cooperation with each other according to the following inputs:

No of the Experts	Short-Term Experts	Minimum Working Days	Category
1	Project Leader (PL)	20	II
2	Rural Development Expert	80	III
3	Economist	30	III
4	Communication Expert	20	III
	TOTAL	150	

In each stage of the project implementation all the experts are expected to work in close cooperation with the staff of the MA which is the Strategy Development Board - Internal Control Department of MARA. The proposed experts shall have the necessary professional qualifications and experience required to successfully deal with the issues and to cover all the activities indicated in this project.

Working language is going to be English. During the project works, when it is needed the translation will be provided by the Twinning Light partner from the budget of the project.

The twinning partner will prepare an inception report, 2 quarterly reports and a final report. MARA will make additional comments on these reports. These reports must be co-signed by BC's and the MS's PLs.

3.5.1 Profile and tasks of the Project Leader

Project Leader shall be responsible for the overall co-ordination of the implementation of the twinning light project activities as well as for the accomplishment of the mandatory results defined in this project. The PL should be a high ranking official with broad knowledge of rural development issues in the context of LEADER, who will continue to work at his/her Member State (MS) administration but devote some of his/her time to conceive, supervise and co-ordinate the overall thrust of the Twinning Light Project.

The PL will allocate a minimum of 3 days per month including one visit every 3 months to Turkey as long as the project duration.

Tasks:

- Overall project co-ordination;
- Co-chairing, with the Turkish PL, the regular project implementation steering committee meetings;
- Mobilizing short term experts;
- Executing administrative issues (i.e. signing reports, side letters, etc.).

- Monitoring the implementation of the twinning light contract.
- Organizing the opening and closing events together with the MARA.
- Communication with the beneficiary, CFCU and ECD
- Delivery of the project inputs in timely and effective manner and in respecting contract and EU procedure

Qualifications and skills:

- University degree in the relevant area of agriculture and rural development
- Post graduate degree on rural development will be an asset,
- Having full computer literacy,
- Good command of written and spoken English

General Professional Experience:

- At least 10 years of professional experience in the field of EU Rural Development Policy and legislation.

Specific Professional Experience:

- At least one project experience as a project manager or team leader,
- Experience in at least 1 project regarding the establishment/strengthening of the institutional capacity for the SAPARD Programmes
- Experience in the Managing Authorities for Rural Development Programmes of the Member States or SAPARD Countries will be an asset.
- Experience at least in one project related to the implementation of LEADER measures under SAPARD or EU Rural Development Programmes will be an asset.

3.5.2 Profile and tasks of the RTA

N/A

3.5.3 Profile and tasks of the short-term experts

The expert missions (except the rural development expert) will be the core of Twinning Light Project. The experts will be responsible for the execution of the following tasks:

The expert missions to carry out project activities will be organized by Project Leader. PL will provide all relevant documentation and information on the situation in Turkey to the experts and their contribution will be expected.

Rural Development Expert, specialised in LEADER

This expert shall be responsible for the preparation of required document and guidelines. He/she will also be responsible for the training of the MA, IPARD Agency staff and the representatives of NGOs. Rural Development expert will work for a total of 80 working days.

Tasks:

- Assessment of administrative and technical structures necessary to effectively implement LEADER measure including recommendations for an extended implementation in the future
- Review and finalizing technical fiche regarding LEADER in the IPARD Programme

- Defining the criteria for the selection of the pilot areas for the establishment of pilot LAGs
- Setting up the procedures for the establishment of LAGs
- Preparing the guidelines for the content of Local Development Strategy for the pilot area.
- Support for the preparation of a pilot local development strategy of a pilot area
- Reviewing and finalizing technical fiche regarding LEADER measure in the IPARD Programme.
- Support for the IPARD Agency for the accreditation of the measure regarding the LEADER.
- Support for organizing workshops, seminars, regional meetings, etc.
- Preparation of training course modules and training of the staff;
- Preparation of leaflets, guidelines, brochures

Qualifications and Skills

- University degree in the relevant field,
- Post graduate degree on rural development will be an asset,
- Having full computer literacy,
- Good command of written and spoken English.

General Professional Experience:

- At least 5 years professional experience in the field of EU Rural Development Policy and legislation.

Specific Professional Experience:

- Experience at least on one project related to the implementation of LEADER measures under SAPARD or EU Rural Development Programmes
- At least 1 year of professional experience in the field of LEADER approach implementation.
- Minimum 3 years experience in managing authority or Paying agency will be an asset.
- Experience at least on one project related to capacity building will be an asset

Economist

The expert shall be responsible for the preparation of of required documents and guidelines together with the rural development expert. He/she will work for a total of 30 working days.

Tasks:

- Support to rural development expert to review and and finalize the technical fiche regarding LEADER in the IPARD Programme particularly with regard to financial aspects.
- Support to rural development expert to prepare the guidelines for the content of Local Development Strategy for the pilot area.
- Support to rural development expert for the preparation of a pilot local development strategy of a pilot area
- Training of the staff;

- Support for the IPARD Agency for the accreditation of the measure regarding the LEADER.
- Dealing with the economic aspects of the project.

Qualifications and Skills

- University degree in the relevant field,
- Post graduate degree on rural development will be an asset,
- Having full computer literacy,
- Good command of written and spoken English.

General Professional Experience:

- At least 5 years professional experience in the field of EU Rural Development Policy and legislation.

Specific Professional Experience:

- Experience at least one project related to the designing the financial and economic aspects of a programme.
- Minimum 3 years experience in Managing Authority or Paying Agency will be an asset
- Experience at least one project related to LEADER measures under SAPARD or EU Rural Development Programmes will be an asset.

Communication expert

The expert shall be responsible for the preparation of of required documents for awareness activities. S/he will work for a total of 20 working days.

Tasks:

- Preparation of the leaf leat, guidelines, brochures
- Organizing the workshops, meetings and media activities
- Preparation of training course modules and training of the staff;

Qualifications and Skills

- University degree in the relevant field,
- Having full computer literacy,
- Good command of written and spoken English.

General Professional Experience:

- At least 2 years of experience in the field of EU Rural Development Policy.

Specific Professional Experience:

- At least 1 year of professional experience in the field of communication and publicity activities in EU Rural Development programmes
- Experience with at least one project related to communication and publicity activities of EU Rural Development Programmes will be an asset.

4. Institutional Framework

Main beneficiary of this Project is the Internal Control Department in the Strategy Development Board of Ministry of Agriculture and Rural Affairs. The Internal Control Department also carries out the Managing Authority responsibility.

The Internal Control Department was appointed as conducting the tasks of the Managing Authority by the Minister of Agriculture and Rural Affairs on 17 May 2006. This department is responsible for the preparation of IPARD Program in coordination with other partner organizations, for the definition of the selection criteria for the programme measures, for the monitoring and evaluation of the programme under the Monitoring Committee and for the alignment of the programme to EU rural development policy.

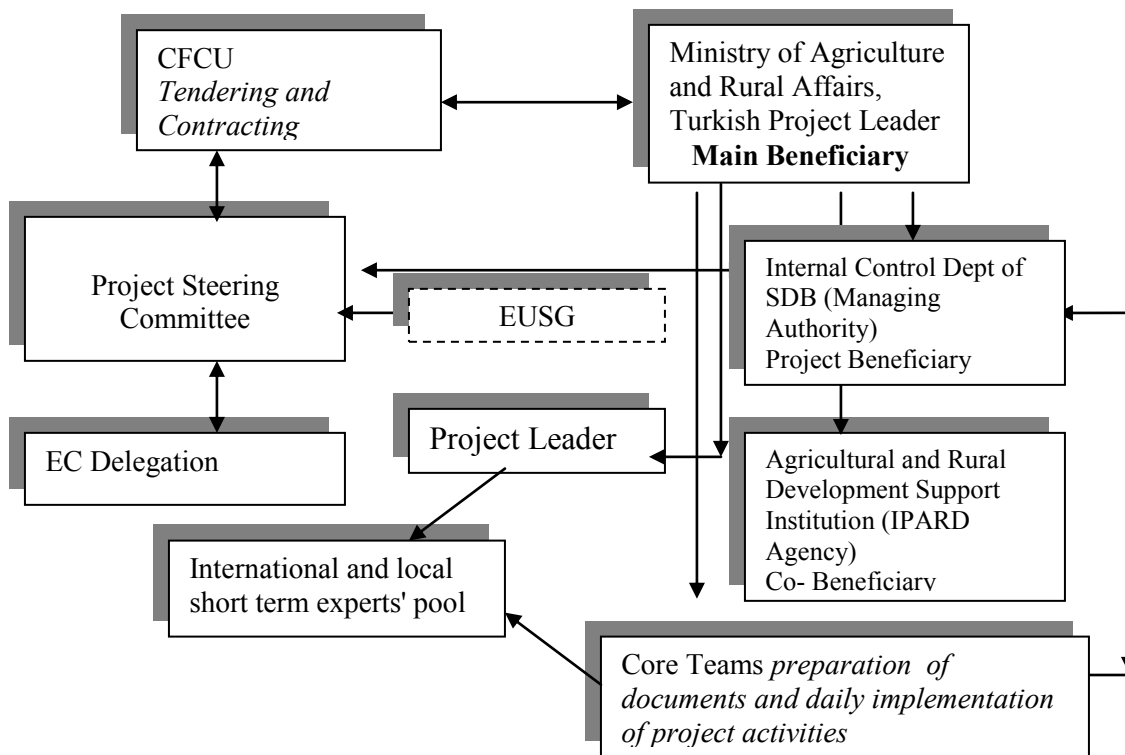
IPARD Agency is the co-beneficiary of the project. IPARD Agency is responsible for the implementation of the IPARD Programme and carrying out the following tasks such as checking of and approval of projects; selection of projects; execution of on-the-spot checks both prior to and following project approval; checking of payment claim; execution of on-the-spot checks to establish eligibility for payment; authorization of payment; execution of payment; accounting of commitment and payment.

The head quarter of the IPARD Agency is located in Ankara and has branch offices in 22 provinces (42 provinces in 2011).

The Central Finance and Contracts Unit (CFCU) will be the Contracting Authority for this project and will be responsible for all procedural aspects of the tendering process, contracting matters and financial management, including payment of project activities.

MARA will be responsible for providing appropriate furnished office space for the experts for the period of their stay in Ankara and meet the related running costs (pc, printer, telephone, fax, phone calls) and also for the coordination of the experts' meetings with the relevant Turkish institutions. MARA will provide adequate staff and timely and easy access to all pertinent information (i.e. key Turkish legislation, organizational structures and administrative capacity data including staffing, procedures and relevant statistical data) requested by experts, possibly in English language. But if some documents which are necessary for the work are available only in Turkish language, the translation cost will be covered by the project budget. . Moreover MARA will provide the premises for training activities

The Project Steering Committee which is composed of project leaders, representatives of EC Delegation, EUSG, CFCU, IPARD Agency is the decision-making body for the Twinning Light Project. Representatives from other related institutions such as Ministry of Environment and Forestry, Undersecretariat of Treasury, Undersecretariat of State Planning Organisation, General Directorate of State Hydraulic Works) will join the PSC if needed. Any member of the PSC will invite PSC for meetings if needed.. The PSC will supervise and co-ordinate the overall progress and implementation of the project components. The BC and MS Project Leaders will co-chair the PSC meetings. The PSC will convene every three times; at the start and every there months of the project The Project life cycle can be shown as chart below.



The steering committee will be responsible for the tasks below.

- It reviews all the activities and analyses the achievement of project outputs and objectives. It discusses problems which arise during the implementation of the covenant and makes recommendations.
- monitors the implementation of the project and, if needed, proposes adjustments to the time schedule of the next steps of the project.
- comments on the draft reports, which are sent to PSC two weeks before each meeting. These comments are taken into account before the official submission of the reports to the EC Delegation, EUSG and CFCU.

5. Budget

Activities	TOTAL PUBLIC COST	SOURCES OF FUNDING									
		EU CONTRIBUTION				NATIONAL PUBLIC CONTRIBUTION					PRIVATE
		Total	% *	IB	INV	Total	Type of cofinancing (J / P) **	% *	Central	Regional	IFIs
Activity 1											
Twining Light Contract	250000	250000	100	250000	0	J			0		
TOTAL	250000	250000	100	250000	0	J			0		

** compulsory for INV (including INV related services/TA contracts): minimum of 25 % of total EU + national public contribution; and for IB: for IB services/TA contracts minimum of 10% and for Twining Lighta minimum of 5% of total EU + national public contribution. Joint cofinancing (J) as the rule, parallel co financing (P) per exception.

* expressed in % of the Total Public Cost

6. Implementation Arrangements

6.1 Implementing Agency responsible for tendering, contracting and accounting (AO/CFCU/PAO/Commission/EAR), including contact person and full contact details.

The CFCU will be Implementing Agency and will be responsible for all procedural aspects of the tendering process, contracting matters and financial management, including payment of project activities. The director of the CFCU will act as Programme Authorizing Officer (PAO) of the project.

Contact Person for CFCU

Mr. Muhsin ALTUN (PAO-CFCU Director)

Central Finance and Contracts Unit

Tel: +90 312 295 49 00

Fax: +90 312 286 70 72

E-mail: muhsin.altun@cfcu.gov.tr

Address: Eskişehir Yolu 4.Km. 2.Street. (Halkbank Kampüsü) No:63 C-Blok 06580

Söğütözü/Ankara Türkiye

6.2 Main counterpart in the BC, including contact person and contact details. the BC Project leader

Main Beneficiary:

Ministry of Agriculture and Rural Affairs

Contact person for MARA

BC Project Leader

Mr. Enver AKSOY
Head of Internal Control Department
Strategy Development Board (Managing Authority)
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Tel: +90 312 286 58 76
Fax: +90 312 285 69 40
E-Posta: enver.aksoy@tarim.gov.tr

Co-Beneficiary:

Agriculture and Rural Development Support Institute (IPARD Agency)
Contact person for IPARD Agency
Kerem AKGÜNDÜZ
Eskişehir Yolu. 9 Km. Lodumlu /ANKARA
Tel : 90 312 285 35 80 / 2354
e.mail: kerem.akgunduz@tkdk.gov.tr
Eskişehir Yolu 9.km Lodumlu Ankara / Turkey

Beneficiary Project Team:

The contact information of the members of the project team is in Annex IV.

6.3. Contracts

The activities will be achieved under a Twinning Light Contact.

7. Implementation Schedule(indicative)

7.1 Launching of the call for proposals (Date): 1st quarter 2009

7.2 Start of project activities (Date): 4th quarter 2009

7.3 Project completion (Date): 2nd quarter 2010

7.4 Duration of the implementation period (number of months): 6 months

8. Sustainability

After project finalization Managing Authority and IPARD Agency will give support to the potential beneficiaries of the LEADER measure under the IPARD programme and the final beneficiaries selected through the selection process.

Managing Authority and IPARD Agency staff will take necessary training on implementation of LEADER measure with this project. They will use the knowledge and skills related to LEADER measure in their job and also disseminate the information by means of meetings and seminars both in central and local level after the project implementation.

9. Crosscutting issues (*equal opportunity, environment, etc...*)

N/A

10. Conditionality and sequencing

Establishment of the pilot LAG and the preparation of the Local Development Strategy for the pilot area will be implemented with active participation of the relevant stakeholders of the pilot area.

The LEADER approach will be implemented after taking conferral of management decision from EC with regard to LEADER measure.

ANNEXES TO PROJECT FICHE

ANNEX I

Logical framework matrix in standard format (compulsory)

LOGFRAME PLANNING MATRIX FOR Project Fiche	Programme name and number	
Support for the implementation of LEADER Measure under IPARD	Contracting period expires: FA+2	Disbursement period expires: FA+5
	Total budget : 250,000€	IPA budget:

Overall objective	Objectively verifiable indicators	Sources of Verification	
1. Strengthening the institutional capacity for alignment with EU Rural Development Policy	1.1. Turkish institutions can carry out the rural development policy of EU with the membership 1.2. Positive assessment for the alignment with rural development policy of EU in the Country Progress Report in 2011.	1.1. Country Progress Reports 1.2. Annual reports of IPARD Programme	
Project purpose	Objectively verifiable indicators	Sources of Verification	Assumptions
2. To build institutional capacity of the MA and IPARD Agency for the implementation of the LEADER measure under IPARD.	2.1. Start for the implementation of LEADER measure under IPARD by 2011	1.1. Country Progress Reports 1.2. Annual reports of IPARD Programme	- Continued Government and EU commitment towards Turkey's accession
Results	Objectively verifiable indicators	Sources of Verification	Assumptions

<p>3.1. Establishment of the institutional capacity of Managing Authority and IPARD Agency for the implementation of LEADER measure under IPARD Programme.</p> <p>3.2. Managing Authority and IPARD Agency acquired the necessary skills and insights to apply the LEADER approach.</p> <p>3.3. Raised awareness of related institutions and local people on preparation and implementation of local development strategies.</p>	<p>3.1.1. Trained 20 people from Managing Authority, IPARD Agency and related NGOs on the LEADER Measure under IPARD by the third month of the project.</p> <p>3.1.2 The guideline and regulation on establishment of LAGs prepared by the second month of the project.</p> <p>3.1.3. Technical Fiche regarding LEADER in the IPA Rural Development Programme reviewed and finalized by the fourth month of the project.</p> <p>3.1.4. Organized study visit for 6 staff from MA, IPARD Agency and NGOs to EU Member States in the fourth month of the project</p> <p>3.2.1. Guidelines for the preparation of local development strategies prepared by the third month of the project.</p> <p>3.2.2. Defined the criteria and procedure for the selection of the pilot area for the establishment of potential LAGs by the second month of the project.</p> <p>3.2.3. Drafting of the content of the Local Development Strategy for two pilot areas by the third month of the project</p> <p>3.2.4 Establishment of Pilot Local Action Group in two pilot areas by fourth month of the project by the fourth month of the project.</p> <p>3.3.1. Two workshops and four meetings organized for raising the knowledge about LEADER measure by the end of project (NGOs and local stakeholders).</p>	<p>3.1.1. Participation list and certificates of trainers and training questioners.</p> <p>3.1.2. Official Gazette</p> <p>3.1.3 Projects Reports</p> <p>3.1.4. IPARD Programme</p> <p>3.2.1&3.2.2 Workshop and meetings conclusion reports and participant lists.</p> <p>- The timely start for implementation (conferral of management decision) of other IPARD measures (the measures determined for the first phase 2007-2009) and already established capacity for IPARD.</p> <p>- Continued Government and EU commitment towards Turkey's accession</p> <p>-Sufficient allocation of financial and human resources by the Turkish Government</p>
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	3.3.2. Leaflets on general information on LEADER measure prepared and published by the fourth month project.		
Activities	Means	Costs	Assumptions
<p>3.1.1. Defining the responsibilities of the Managing Authority, the IPARD Agency and the Local Action Groups for the implementation of the LEADER measure.</p> <p>3.1.2. Preparation of the guidelines for the implementation of LEADER measure.</p> <p>3.1.3. Assessment of the training needs and development of a training plan for preparation and the implementation of the local development strategies.</p> <p>3.1.4 Training of the staff of Managing Authority and IPARD Agency for the preparation and the implementation of the local development strategies.</p> <p>3.1.5. Support for the preparation of the legislative and institutional framework required for the establishment of the Local Action Groups (LAGs) and preparation and implementation of the local development strategies</p> <p>3.1.6. Reviewing and finalizing technical fiche regarding LEADER measure in the IPARD Programme including the determination of minimum number of LAGs and financial tables calculations of sub measures.</p> <p>3.1.7. Setting up the procedures for the establishment of LAGs</p>	Twinning Light Contract	250,000€	<ul style="list-style-type: none"> - the staff are released for and absorbed training - Close collaboration between Managing Authority and IPARD Agency - There is interest and willingness of relevant institutions, local authorities. - The local institutions and stakeholders takes active part for the establishment of pilot LAG and preparation of a pilot local development strategy for the selected local area.

<p>3.1.8. Support for the establishment of Pilot Local Action Group in one pilot area of Turkey.</p> <p>3.1.9. Support for the preparation of a pilot local development strategy of a pilot area of Turkey.</p> <p>3.1.10. Support MA and IPARD Agency for the accreditation of the measure regarding the LEADER</p> <p>3.1.11 Organizing study visit to a EU member State to see existing experiences on LEADER initiatives in EU Member States.</p> <p>3.2.1. Organizing kick off Meeting</p> <p>3.2.2. Preparation of leaflets, posters and manuals regarding LEADER approach for stakeholders.</p> <p>3.2.3. Conducting workshops, seminars, regional meetings, media activities etc.</p> <p>3.2.4. Organizing closing meeting.</p>			
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Pre conditions

ANNEX II

2. List of relevant Laws and Regulations

COUNCIL REGULATION (EC) No 1085/2006 of 17 July 2006 establishing an Instrument for Pre-Accession Assistance (IPA)

COMMISSION REGULATION (EC) No 718/2007 of 12 June 2007 implementing Council Regulation (EC) No 1085/2006 establishing an instrument for pre-accession assistance (IPA)

COUNCIL DECISION (2006/144/EC) of 20 February 2006 on Community strategic guidelines for rural development (programming period 2007 to 2013)

COMMISSION DECISION C(2007)1835 of 30/04/2007 on a Multi-annual Indicative Planning Document (MIPD) 2007-2009 for Turkey

COMMISSION DECISION of 2008 on a Multi-annual Indicative Planning Document (MIPD) 2008-2010 for Turkey

COUNCIL REGULATION (EC) No 1698/2005 of 20 September 2005 on support for rural development by the European Agricultural Fund for Rural Development (EAFRD)

COMMISSION REGULATION (EC) No 1974/2006 of 15 December 2006 laying down detailed rules for the application of Council Regulation (EC) No 1698/2005 on support for rural development by the European Agricultural Fund for Rural Development (EAFRD)

COUNCIL REGULATION (EC) No 1290/2005 of 21 June 2005 on the financing of the common agricultural policy

ANNEX III

DETAILS FOR TWINNING LIGHT CONTRACT

The breakdown of costs of the Project is as follow:

Estimated Costs

TWINNING LIGHT

Total Budget: 250,000 €

BUDGET SUMMARY		Units	Unit cost	Total cost
1	Project coordination costs Project Leader, visibility, audit cost.	20	1400	28.000 €
2	Activities & STE	150 days	1200	180.000 €
3	Study Visits	30 days (6 staff x 5 days)	240 € / day	7.200€
4	Operational Costs (Interpretation during meetings and trainings/workshops, Translation of the documents, Training materials)			29.000
	Sub-total			244,2
	Contingencies (should not exceed 2,5 of the budget)			5800 €
	Total :			250,000 €

Annex IV

Project Working Group Team

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