



LOCAL GENDER EQUALITY ACTION PLAN

SEPTEMBER 2020 - SEPTEMBER 2023

Prepared by Municipality of Cërrik
in the framework of implementation of
the European Charter for Equality
of women and men in local life

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LIST OF ABBREVIATIONS

AU	Administrative Unit
AWC	The Alliance of Women Councillors
CEMR	Council of European Municipalities and Regions
CGE	Commission on Gender Equality
CGESP	Commission on Gender Equality and Social Policies
CRM	Coordinated Referral Mechanism (for domestic violence' cases)
DoELHR	Directorate of Economic, Legal and Human Resources
DV	Domestic Violence
EU	European Union
GBV	Gender-Based Violence
GE	Gender Equality
GEO	Gender Equality Officer
ITN	Interdisciplinary Technical Group (for child abuse cases)
LCDV	Local Coordinator against Domestic Violence
LGAP	Local Gender Equality Action Plan
LGU	Local Self-government Unit
MC	Municipality Council
MoHSP	Ministry of Health and Social Protection
MTT	Multidisciplinary Technical Team (for domestic violence cases)
NGO	Non-Profit Organisation
NSGE	National Strategy on Gender Equality (2016-2020)
PLPG	Planning and Local Governance Project (USAID' project)
RED	Regional Education Directorate
SG	Strategic Goal
SO	Specific Objective
SPP	Social Protection Plan

I. INTRODUCTION

Equality of women and men constitutes a fundamental right for all, and an essential value for every democracy. In order to be achieved, this right needs not only to be legally recognized, but to be effectively applied to all aspects of life: political, economic, social and cultural.

Despite numerous instances of formal recognition and progress made, equality of women and men in daily life is still not a reality. Women and men do not enjoy the same rights in practice. These inequalities are the results of social constructs built upon numerous stereotypes present in the family, education, culture, the media, the world of work, in the organization of society, etc.

As the spheres of governance closest to the people, local self-government units (LGUs) represent the levels best placed to combat the persistence and the reproduction of inequalities, and to promote a truly egalitarian society. They can, through their competencies, and through cooperation with the whole range of local actors, undertake concrete actions in favor of equality between women and men.

Although LGUs have a wide range of responsibilities, they can all and should play a positive role in promoting equality in practical ways that affect the daily lives of the communities they serve. The implementation and promotion of the right to equality must be at the heart of the concept of local self-government.

In addition, the full involvement of women in the design and implementation of local and regional policies makes it possible to consider their life experiences, knowledge and creative skills. If we want to achieve the creation of a society based on equality, it is essential that local self-government bodies take full account of gender integration in their policies, organization and work practices. True equality between women and men is also the key to our economic and social success.

The above paragraphs are taken from the Introduction of *the European Charter for Equality of Women and Men in Local Life*¹, a regional document, prepared in 2006 by the Council of European Municipalities and Regions in cooperation with members of associations, as part of a project financially supported by the Council of Europe. The Charter has been translated into 28 different languages (including Albanian), and has been signed by 1800 municipalities in 36 European countries, which now include 13 municipalities from Albania². The European Charter for Equality consists of 30 articles representing different areas of competence of local and regional authorities.

The Major of Cërrik Municipality, Mr. Andis Salla signed the European Charter for Equality on April 22nd, 2020, thus undertaking a public commitment to take concrete and appropriate steps to make equality a reality between women and men, girls and boys of Cërrik, regardless of age, (disability), ethnicity, place of residence, religious belief, gender identity and sexual orientation, or any other individual and social characteristics. The signing of the European Charter for Equality also means its use as an important instrument that will guide the actions and steps taken in all aspects of life where the municipality invests. Any intervention made with all the care and resources available, can be successful if it does not consider and address

¹ https://www.ccre.org/img/uploads/piecesjointe/filename/charte_egalite_al.pdf

² https://charter-equality.eu/atlas-of-signatories-of-the-charter/signataires.html?send=ok&c_id=1&nh_id=0&ct_id=0

properly and equally, the different needs of women and men, girls and boys, so of all community members.

The Local Gender Equality Action Plan (LGAP) is an important tool for the practical implementation of public commitments undertaken by the Municipality of Cërrik regarding the principles of equality, planning and implementation of the needs and rights of women and men³, young women and young men⁴, as well as girls and boys⁵. It was prepared in fulfilment of the concrete steps that must be taken by the signatory party (municipality) in order to implement the Charter and the commitments deriving from it and covers a period of three years, September 2020 - September 2023.

LGAP 2020-2023 is a synthesis document, ie it contains mainly a summary of clear, gender-sensitive actions, most of which turned out to be also included or foreseen in the existing plans of the municipality of Cërrik. These actions are intertwined with concrete activities and steps necessary for the implementation of the Charter in practice.

It is important to emphasize the fact that the time period during which the European Charter for Equality was signed, following with the preparation and completion of the LGAP, was not in our favour and has increased the difficulties in many respects, given the state of natural disaster in which our country (as well as the entire world) was due to the COVID-19 pandemic. This situation affected the minimization of meetings, the realization of most consultations through the Internet, the reduction of the number of actors, partners and collaborators, who we would have preferred to be present throughout the process, the reluctance to plan some actions, related precisely to partnership and inclusion, the effect of which emerges when carried out face to face and not through electronic platforms, uncertainty about available resources and what can be provided in the future, due to the financial effects that this pandemic caused and may continue to cause, etc. This situation also drew our attention to some other actions and measures that should be foreseen and taken, especially when talking about emergency situations due to civil emergencies, pandemics, etc.

Despite the difficulties in this regard, it is important to emphasize that the Municipality of Cërrik, under the special care of its Mayor Mr. Andis Salla, managed to prepare the LGAP in a very short period of time and through a comprehensive process, as required by the European Charter for Equality. In the meetings and consultations held, there were representatives not only from the staff of the municipality, but also from the administrative units, from the local partner and collaborating institutions, such as police, health, education, employment offices, etc., as well as representatives from the Municipal Council, where we want to highlight the concrete contribution given by women councilors, in the formulation of specific objectives and a series of concrete actions. Likewise, all persons involved in the process of drafting the LGAP, in their contributions have considered all the concerns and problems observed by practice, as identified during their daily work. Therefore, this LGAP does not lack the voice and concern of women and men, young women and young men, as well of the girls and boys of Cërrik and all its constituent administrative units.

In support of the international and national legal framework, as well as national and local priorities, the Municipality of Cërrik has made its efforts over the years to take needed steps

³ "Women and Men" in this LGAP includes the age period starting from +35 years until the end of the lifecycle (so including old women and old men).

⁴ "Young women and young men" in this LGAP includes the age period from 18-35 years

⁵ "Girls and boys" in this LGAP includes the age period from 0 - 18 years

towards advancement of women's empowerment and achieving gender equality. For several years, the Municipality has appointed a Gender Equality Officer, who also plays the role of Local Coordinator against Domestic Violence. Also, the Municipality of Cërrik has made available to citizens a telephone number (0355 81 51 00 82) for reporting cases of domestic violence and gender-based violence, as well as to provide appropriate information on assistance, protection and support services for this purpose. Also, in the Local Social Plan 2019-2023 of the Municipality of Cërrik, approved in 2019, it is suggested, among others, the reorganization of the social service sector and the establishment of Needs Assessment and Case Referral Units⁶. Also, following the work and support provided by the USAID Planning and Local Governance Project (PLGP), the Municipality of Cërrik foresaw and approved in the 2020 budget several fiscal incentives for businesses to be set up by young people and women, a provision that has begun to be implemented in practice in support of initiatives taken by women / young women.

Following and in line with the above, the LGAP 2020-2023 proposes measures and actions aiming to further address issues of inequality and discrimination and focusing on respect for the fundamental right to equality between women and men, young women and men, girls and boys; access to various services designed according to the special needs of women and men, as well as the provision of these services with quality and in compliance with the principles of equality; planning based on appropriate resources, etc. All these measures and actions are based on the relevant articles of the European Charter for Equality, as well as on the continuous periodic assessments that the employees of the municipality perform in order to identify the situation and take concrete steps for improvement.

The process for drafting the Local Gender Equality Action Plan was supported by technical assistance from the USAID' Planning and Local Governance Project (PLGP)⁷ and extended over a three-month period (May - July 2020), within which all possible steps were taken to keep this process as comprehensive as possible, considering also the constraints due to the COVID-19 pandemic.

2. STRATEGIC GOALS AND SPECIFIC OBJECTIVES

The Local Gender Equality Action Plan 2020 - 2023 of the Municipality of Cërrik, has been prepared aiming to place the promotion of women's empowerment and the achievement of gender equality at the heart of the concept of local self-government. In this context, the strategic goals and specific objectives listed below, are formulated in support of the vision of the Municipality of Cërrik to enable women and men, young men and women, girls and boys of Cërrik, regardless of age, personal characteristics, needs specific, ethnic and social group, religious affiliation, sexual orientation or their gender identity, recognize, accept and respect the principle of equality in all areas of life.

LGAP 2020-2023 contains two strategic goals and six specific objectives⁸:

⁶ See Local Social Plan Cërrik 2019-2023, matrix of the Action Plan 2019-2023, specific objective 1, pg.49

⁷ Two experts were engaged and provided technical assistance for drafting the Local Gender Equality Action Plan: Ms. Monika Kocaqi, PLGP gender equality consultant, and Ms. Diamanta Vito, PLGP expert for management of local governance, who supported the municipality step by step to understand the process as well as to prepare, consult and improve the document until its approval from the Municipal Copuncil.

⁸ After completing successfully the planned activities and achieving proposed objectives, during the yearly review process of this LGAP, the municipality must formulate other specific objectives and must foresee also concrete activities for their achievement until the fulfillment of the two strategic goals as foreseen in this first LGAP, in accordance also with the Charter' articles. In addition the municipality may replace

Strategic Goal 1: Fulfillment of the official public commitment of the Municipality of Cërrik towards the principle of equality between women and men in local life

Specific Objectives:

- 1.1. Take concrete actions to report publicly and regularly on the progress of the Municipality of Cërrik to ensure in practice equality between women and men in local life
- 1.2. Strengthen the local institutional mechanism for achieving gender equality
- 1.3. Increase the participation of women and young women from different backgrounds and age groups in all public meetings and hearings organized by the Municipality of Cërrik

Strategic Goal 2: Providing quality services tailored to the needs of certain groups in the community, by promoting the principle of equality between women and men, young women and young men, as well as girls and boys in access to and quality of services

Specific Objectives:

- 2.1. Reorganize and strengthen the social services sector in the municipality, transforming it into a directorate, with the relevant units as required by the legislation for the provision of social care services
- 2.2. Increase the effectiveness of multi-sectoral response and specialized services for victims / survivors of gender-based violence, domestic violence and human trafficking
- 2.3. Transform Cërrik neighbourhoods into safe public spaces for women, young women, girls, boys, young men and men from all social groups

3. MEASURES AND THEIR COST

LGAP 2020 - 2023 contains about 35 concrete activities planned to be implemented over a period of three years. Strategic goals are accompanied by the expected results, while each specific objective is measured by listed indicators, where there are mentioned also the articles of the European Charter to which we have referred during the formulation of certain objectives and measures. Proposed activities are accompanied by relevant indicators to monitor their implementation. Also, in the matrix of this LGAP is given information on the directorate / sector with the main responsibility as well as partners and collaborators in the implementation of the activity, time period and necessary financial resources (in total and separated according to the support of the municipality or with the contribution of donors), as well as the body responsible for monitoring the implementation of activities at the municipal level and at the level of the Municipal Council.

Regarding the data on "Financial Resources" it is important to note that although a good part of the activities are covered by the Municipality through the commitment of existing human and financial resources (i.e. specialists, who currently receive a fixed salary, rooms / facilities to carry out various activities, the availability of the vehicle and stationery materials which are purchased in total for the whole institution), etc., in this Local Gender Equality Action Plan 2020 - 2023 we have tried to identify the respective value of this contribution but also other

these strategic goals with new ones addressing so new Charter' articles, depending also on the situation and needs identified from Cërrik' Municipality in collaboration with its partner institutions

financial resources, in order to monitor and evaluate its implementation, to enable evaluation through cost-effectiveness.

The determination of costs for the proposed activities is done considering the fact whether the proposed activity is primary for this Action Plan or refers as primary to another strategy / action plan prepared by the Municipality of Cërrik (and in this case the costs determined, together with the time frame, Implementation manner, etc., are taken directly as provided in that document). Part of the costs are also determined based on the budget of the Municipality of Cërrik for 2020 as well as the forecast made by the Municipality of Cërrik in the Mid Term Budget Plan (MTBP) 2020 - 2022. Also, the calculations by the PLGP itself or the reference costs of the Action Plan of the National Strategy for Gender Equality 2016 - 2020 have been used as reference costs.

The cost calculation table presented immediately after the 2020 - 2023 action matrix (appendix 6) aims to provide guidance on how costs are calculated for each activity. It is important to note that these calculations are made for the minimum values that would require the organization of the proposed activities.

It is very important to emphasize the fact that all the costs presented are indicative and that the approval of this Local Gender Equality Action Plan 2020 -2023, costed, does not automatically mean its budgeting. In order to budget and allocate the respective annual funds, without which the implementation of this LGAP could not be applied, the Municipality of Cërrik must include in the annual and mid-term budget forecasts the measures provided in it. In this context, the support and lobbying by the women councilors themselves to provide financial resources for the implementation of activities / measures, through their inclusion in the annual or mid-term budgets of the Municipality, is a necessity.

With the annual review of the Local Action Plan, it is necessary to review the proposed costs, based on how they are included in the annual budgets or MTBPs of the Municipality of Cërrik, as well as agreements with donors or potential partners.

For more details, please refer to the following Local Action Plan Matrix (point 5).

4. REPORTING AND MONITORING

The reporting process for the implemented activities will be carried out by the Directorate responsible for the implementation of the activity to the Commission for Gender Equality which will be set up with representatives of all Municipal Directorates, by Order of the Mayor. Immediately after the approval of the Local Gender Equality Action Plan 2020 - 2023, as the first step of its implementation, each responsible sector / directorate will draft indicator sheets with information to be collected and reported on an activity basis, but also based on specific objectives. Reports on activities will be periodic (every 3 months) or at the request of the Commission for Gender Equality at the municipal level, or the Cabinet of the Mayor. Reports based on specific objectives will be prepared twice a year (every 6 months).

Monitoring the implementation of the Local Gender Equality Action Plan with regards to the objectives will be carried out by the Commission for Gender Equality and Social Policies (CGESP) at Municipal Council level.

Based on the monitoring performed, the LGAP should be reviewed and improved periodically and at least each year from the date of its implementation.

5. LOCAL ACTION PLAN MATRIX FOR GENDER EQUALITY
September 2020-September 2023

Strategic Goal (SG) I.:		Fulfillment of the official public commitment of the Municipality of Cërrik towards the principle of equality between women and men in local life									
Expected Results (SG) I.;		(i) Official public commitment of the Municipality of Cërrik for equality between women and men, young women and young men, girls and boys, visible and measurable									
Specific Objective (SO) I.I:		Take concrete actions to report publicly and regularly on the progress of the Municipality of Cërrik to ensure in practice equality between women and men in local life									
Indicators for SO I.I:		By 2023 , reporting on the progress made and dedicating the resources needed to advance in practice the ensure of equality between women and men, turned into a regular and annually planned process									
Articles of the Charter to which we refer:		Article 4: Public commitment for equality Article 5: Working with partners to promote equality Article 8: General commitment for gender equality									
No.	Activities	Indicators	Implementation		Time-Frame			Financial Resources			Monitoring
			Key Responsible	Partners and collaborators	09/2020 – 08/2021	09/2021 – 08/2022	09/2022 – 08/2023	Total Cost	Municipality	Need for Funding	
I.I.I	Publication of the Local Gender Equality Action Plan (after approval and after each review / update) on the website of the Municipality as well as that of CEMR	(i) LGAP posted and prepared for publication electronically (ii) Link where LGAP is published	The Economic, Legal and Human Resources Directorate	Directorate / person responsible for public relations and maintenance of the municipality website	September 2020	September 2021	September 2022	According to the NSGE 2016-2020, the cost of a publication in 500 copies is estimated at 175,000 ALL	The publication of LGAP formats on the website will be done on the existing website, at no	n/a	CGE at the municipal level CGESP at the Municipal Council level

									additional publication cost		
I.I.2	Preparation of guidelines and tables of indicators which will be collected during the LGAP monitoring process	(i) Instructions and tables of indicators prepared	Each directorate / sector involved in the implementation of the LGAP	The Economic, Legal and Human Resources Directorate	September-December, 2020	n/a	n/a	67,950 ALL	67,950 ALL	n/a	CGE at the municipal level CGESP at the Municipal Council level
I.I.3	Annual meetings with institutions, NGOs and stakeholders to report on the progress of implementation, as well as to review the LGAP	(i) Number of meetings held (ii) Number of participants and institutions they represent (iii) Report prepared (iv) LGAP revised as needed	Social Sector The Economic, Legal and Human Resources Directorate	All Directorates which are involved in the implementation of this plan	July 2021	July 2022	July 2023	63,398 ALL for three years (ALL 21,133 per year)	30,398 ALL for three years (10,133 ALL per year)	33,000 ALL for three years (11,000 ALL per year)	CGE at the municipal level CGESP at the Municipal Council level
I.I.4	Regular annual reporting to CEMR	(i) Report prepared and posted on the CEMR website	Head of the Social Sector	The Economic, Legal and Human Resources Directorate	July 2021	July 2022	July 2023	203,850 ALL for three years (67,950 ALL per year)	203,850 ALL for three years (67,950 ALL per year)	n/a	CGE at the municipal level CGESP at the Municipal Council level

				All Directorates which are involved in the implementation of this plan							Council level
Specific Objective (SO) I.2:		Strengthen the local institutional mechanism for achieving gender equality									
Indicator for SO I.2:		(i) By 2023 , local institutional mechanism for gender equality strengthened, with increased human and financial resources									
Articles of the Charter to which we refer:		Article 1: Democratic Accountability Article 9: Gender Assessment Article 27: Economic Development									
No.	Activities	Indicators	Implementation		Time-Frame			Financial Resources			Monitoring
			Key Responsible	Partners and collaborators	09/2020 – 08/2021	09/2021 – 08/2022	09/2022 – 08/2023	Total Cost	Municipality	Need for Funding	
I.2.1	Establishment of the Commission for Gender Equality at the municipal level (with representatives from the Main Directorates)	(i) Order of the Mayor for the establishment of the Commission for GE (ii) Number of members disaggregated by sex and functions	Mayor's Cabinet	All Directorates which are involved in the implementation of this plan	August 2020	n/a	n/a	It is calculated depending on the number of persons to be assigned to the CGE	Each person dedicates at least 1 day per month to the implementation of this LGAP	n/a	CGESP at the Municipal Council level

1.2.2	Strengthening the capacity of CGE members to apply gender responsive budgeting in line with legal changes on local finances	(i) Number of trainings or mentoring sessions conducted (ii) Number of CGE members of the municipality trained / mentored disaggregated by sex and functions	Finance Sector Social Sector	The Economic, Legal and Human Resources Directorate NGO Donors	September-December 2020 (1 Training) January-March 2021 (1 Training)	n/a	n/a	311,000 ALL in total (155,500 ALL per year)	24,000 ALL in total (12,000 ALL per year)	287,000 ALL in total (143,500 ALL per year)	CGESP at the Municipal Council level
1.2.3	Gender mainstreaming in the planning of interventions by each directorate in the municipality, before submitting proposals to the relevant Commissions in the Municipal' Council	(i) No. of project files reviewed and improved (with gender mainstreaming)	Mayor's Cabinet Finance Sector Social Sector	All Directorates which are involved in the implementation of this plan	October - December, 2020	October-December, 2021	October - December, 2022	It is calculated based on the number of project files that each directorate reviews at least at the end of each year.	The relevant specialist in each directorate in cooperation with GEO devotes 2 working days to the review of 1 project file	n/a	CGESP at the Municipal Council level

1.2.4	Economic empowerment of women through the creation of fiscal facilities and economic support with municipal grants	(i)% reduction of local tariffs for women and young women (ii) Number of women / young women supported	Local Revenue Directorate; Mayor's Cabinet Finance Sector	Social Sector NGO Donors	December 2020	December 2021	December 2022	At least 20% discount (look at the possibility of increasing ongoing support)	At least 20% discount (look at the possibility of increasing ongoing support)	At least 20% discount (look at the possibility of increasing ongoing support)	CGESP at the Municipal Council level
1.2.5	Increase of the budget % dedicated to actions for achieving gender equality, based on the proposals from the annual budget analysis	(i) Number of proposals to increase budget % for BGJ, submitted to the Municipal' Council (ii) Number of proposals approved by the Municipal Council (iii) increased % of budget per year and by sectors	CGE at the municipal level Finance Sector Social Sector	NGO Donors	December 2020	December 2021	December 2022	The cost will be reflected precisely in the increase of the budget % that will be made each year	% of budget lines dedicated to GE as budgeted and allocated annually	n/a	CGESP at the Municipal Council level

1.2.6	Designation of GEO as a full-time function dedicated only to GE issues	(i) Adding of other staff covering social issues (ii) Improving the job description of the Gender Equality Officer	Human Resources Sector	Mayor's Cabinet The Economic, Legal and Human Resources Directorate	n/a	January-August 2022	September 2022 - August 2023 (function that continues beyond the implementation deadline of this plan and is reflected in its updated versions)	1,047,003 ⁹ ALL in total for the foreseen period	(Total 418,801 ALL for 2022, salary and operating expenses and 628,202 ALL for the period September 2022 - August 2023)	n/a	CGE at the municipal level CGESP at the Municipal Council level
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⁹ Based on the reference cost calculated by the PLGP in the framework of the assessment for the position of GEO at the local level, where the salary of a full-time specialist is calculated at the maximum level of 47,567 ALL per month and operating expenses for one year for this employee in the amount of ALL 57,398 per year. In this calculation, Cërriku was initially supposed to have a full-time employee for both functions (ie GEO and LCDV), but according to the discussion with the drafting group of this action plan, the goal is to then have an employee dedicated to this position.

Specific Objective (SO) 1.3:		Increase the participation of women and young women from different backgrounds and age groups in all public meetings and hearings organized by the Municipality of Cërrik									
Indicators for SO 1.3:		In September 2023 , the participation of women and young women from different age groups as well as Roma women, with disabilities, in public meetings and hearings of the municipality of Cërrik, increased by 30%									
Articles of the Charter to which we refer:		Article 1: Democratic Accountability Article 7: Good administration and consultation Article 9: Gender assessment									
No.	Activities	Indicators	Implementation		Time-Frame			Financial Resources			Monitoring
			Key Responsible	Partners and collaborators	09/2020 – 08/2021	09/2021 – 08/2022	09/2022 – 08/2023	Total Cost	Municipality	Need for Funding	
1.3.1	Informative meeting with social administrators on the importance of participating in public hearings of women and young women from rural areas, of different groups and ages	(ii) Number of members disaggregated by sex and Administrative Unit	Social Sector Directorate The Economic, Legal and Human Resources Directorate	Administrative Units	September 2020 (1 meeting)	n/a	n/a	12,238 ALL	12,238 ALL	n/a	CGE at the municipal level CGESP at the Municipal Council level
1.3.2	Training seminars with social administrators on Gender Mainstreaming and	(i) Number of training seminars organized	Social Sector The Economic, Legal and Human	Administrative Units NGO-s Donors	September-December, 2020 (1 Seminar)	September-December, 2021 (1 Seminar)	September-December, 2022 (1 Seminar)	295,500 ALL in total (98,500 ALL per year)	54,000 ALL in total (18,000 ALL per year)	241,500 ALL in total (80,500 ALL per year)	CGE at the municipal level CGESP at the

	Gender Responsive Budgeting	(ii) Number of members disaggregated by sex and Administrative Unit	Resources Directorate		January-March 2021 (I Seminar)	January-March 2022 (I Seminar)	January-March 2023 (I Seminar)				Municipal Council level
1.3.3	Applying a gender balanced approach to gender responsive budgeting (GRB) meetings	(i) Number of meetings / hearings on GRB (ii) Number of members disaggregated by sex and Administrative Unit, social groups, etc	Finance Sector Social Sector	Mayor's Cabinet Administrative Units NGO-s Donors	September-December, 2020 5 meetings	September-December, 2021 5 meetings	September-December, 2022 5 meetings	316,988 ALL in total (for 5 meetings per year for 3 years)	106,988 ALL (5 meetings per year)	210,000 ALL (5 meetings per year)	CGE at the municipal level CGESP at the Municipal Council level
1.3.4	Preparation of a monitoring report on the participation of women and young women from different groups in the activities and public hearings of the municipality (ie the meetings organized by each directorate in the municipality)	(i) Number of activities monitored (ii) Number of women participants in public hearings, disaggregated by age and group to which they belong (iii) Monitoring report drafted	Social Sector The Economic, Legal and Human Resources Directorate	All Directorates that organize public hearings Administrative Units	December 2020	December 2021	December 2020	203,850 ALL in total (for three years)	203,850 ALL in total (for three years)	n/a	CGE at the municipal level CGESP at the Municipal Council level

Strategic Goal (SG) 2.:		Providing quality services tailored to the needs of certain groups in the community, by promoting the principle of equality between women and men, young women and young men, as well as girls and boys in access to and quality of services provided									
Expected Results SG 2.:		Services provided by the Municipality of Cërrik in various priority areas, have integrated the principle of equality and needs assessment									
Specific Objective (SO) 2.1:		Reorganize and strengthen the social services sector in the municipality, transforming it into a directorate, with the relevant units as required by the legislation for the provision of social care services									
Indicators for SO 2.1:		Until January 2023 , the social services sector in the municipality, transformed in accordance with the requirements of the legislation in force and according to the Cërrik Local Social Plan forecasts									
Articles of the Charter to which we refer:		Article 15: Social Care and Services Article 16: Child Care Article 17: Care of other dependants Article 18: Social Inclusion									
No.	Activities	Indicators	Implementation		Time-Frame			Financial Resources			Monitoring
			Key Responsible	Partners and collaborators	09/2020 – 08/2021	09/2021 – 08/2022	09/2022 – 08/2023	Total Cost	Municipality	Need for Funding	
2.1.1	Reorganization of the Social Services Sector	(i) The internal regulation of the Municipality of Cërrik contains a new job description for the Social Sector;	Mayor's Cabinet Social Sector	Regional Directorate of State Social Service Elbasan Qark	January 2021 (and contd)	According to the Municipal' Council decision	According to the Municipal' Council decision a	5,760,000 ¹⁰	5,760,000	n/a	CGE at the municipal level CGESP at the Municipal Council level

¹⁰As foreseen in the Cërrik Local Social Plan , see activity I.1., P.49

		(ii) Reorganized Sector and additional staff;									
2.1.2	Establishing Need Assessment and Cases' Referral Units (Additional structure with 6 employees / social)	Structure of 5 administrative units approved; Additional staff in the Administrative Units Job descriptions for each approved position;	Mayor's Cabinet Social Sector AU Administrators	Regional Directorate of State Social Service, Elbasan Qark	January 2021 (and contd)	According to the Municipal Council decision	According to the Municipal Council decision	14,400,000 ¹¹	14,400,000	n/a	CGE at the municipal level CGESP at the Municipal Council level

¹¹ As foreseen in the Cërrrik Local Social Plan , see activity 1.2., P.50

2.1.3	Professional capacity building of the staff of responsible social service structure in the Municipality and of the ones in Need Assessment and Cases' Referral Units	Trained employees of the Social Sector and of 5 Need Assessment and Cases' Referral Units , know and implement the procedures for case management of individuals in need of protection and care	Social Sector	Regional Directorate of State Social Service, Elbasan Qark National Agency for the Rights and Protection of Children NGOs that implement programs / projects in the Municipality / Region	Following after the approval of the structure (at least 2 trainings per year)	Following after the approval of the structure (at least 2 trainings per year)	Following after the approval of the structure (at least 2 trainings per year)	800,000	800.0000	n/a	CGE at the municipal level CGESP at the Municipal Council level
Specific Objective (SO) 2.2:		Increase the effectiveness of multi-sectoral response and basic specialized services for victims / survivors of gender-based violence, domestic violence and human trafficking									
Indicators for SO 2.2:		(i) By 2023, the multi-sectoral approach to dealing with cases of survivors of violence against women and girls, domestic violence, and trafficking in human beings, strengthened by specialized support services									
Articles of the Charter to which we refer:		Article 22: Gender-Based Violence Article 23: Human Trafficking									
			Implementation		Time-Frame		Financial Resources				

¹² As foreseen in the Cërrik Local Social Plan , see activity 2.1., P.51

No.	Activities	Indicators	Key Responsible	Partners and collaborators	09/2020 – 08/2021	09/2021 – 08/2022	09/2022 – 08/2023	Total Cost	Municipality	Need for Funding	Monitoring
2.2.1	Formalization of the Coordinated Referral Mechanism for Cases of Domestic Violence, in accordance with the legislation in force	(i) Cooperation Agreement between actors responsible for law enforcement, signed (ii) Established and functional Steering Committee and Multidisciplinary Technical Team	Social Sector The Economic, Legal and Human Resources Directorate	Mayor's Cabinet Institutions responsible at the local level for the implementation of legislation against domestic violence NGO-s Administrative Units Donors	December 2020	n/a	n/a	9,383 ALL	10,133 ALL	n/a	CGE at the municipal level CGESP at the Municipal Council level

2.2.2	Appointment of a Local Coordinator against Domestic Violence as a full-time job position	(i) Specialist appointed to this position (ii) Approved job description	Social Sector The Economic, Legal and Human Resources Directorate	Mayor's Cabinet	n/a	January-August 2022	September 2022 - August 2023 (function that continues beyond the implementation deadline of this plan and is reflected in its updated versions)	1,047,003 ¹³ ALL in total for the foreseen period	(Total 418,801 ALL for 2022, salary and operating expenses and 628,202 ALL for the period September 2022 - August 2023)	n/a	KBGJ at the municipal level KBGJPS at the Municipal Council level
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¹³ Based on the reference cost calculated by the PLGP in the framework of the assessment for the position of GEO at the local level, where the salary of a full-time specialist is calculated at the maximum level of 47,567 ALL per month and operating expenses for one year for this employee in the amount of ALL 57,398 per year. In this calculation, Cërriku was initially supposed to have a full-time employee for both functions (ie GEO and LCDV), but according to the discussion with the drafting group of this action plan, the goal is to then have an employee dedicated to this position.

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2.2.3	Organizing regular meetings of the Multidisciplinary Technical Team (MTT) for dealing with cases of Domestic Violence	(i) Number of meetings held (ii) Number of members, disaggregated by sex, function, etc.	Local Coordinator or against Domestic Violence Social Sector	Administrative Units MTT' Members	Every month from January 2021	Every month	Every month	300,240 ALL for 3 years (30 meetings or 9,383 ALL per meeting)	300,240 ALL for 3 years (30 meetings or 9,383 ALL per meeting)	n/a	CGE at the municipal level CGESP at the Municipal Council level
2.2.4	Improving the capacity of MTT members and social administrators to deal effectively with cases	(i) Number of training and support activities (ii) Number of participants, disaggregated by sex, occupation, NJA, etc.	Social Sector The Economic, Legal and Human Resources Directorate	NGO-s Donors	During the year	During the year	During the year	According to the costs of the NSGE 2016-2020, the preparation of a module varies based on working days and costs 15,000 ALL / working day, while the cost of training is estimated	It will be calculated annually based on the reference costs given and on a number of trainings not less than 4 per year	Will be determined depending on the annual calculations	CGE at the municipal level CGESP at the Municipal Council level

								at 5,000 ALL / person according to the costs of ASPA			
2.2.5	Costing and direct support from the municipality (purchase) for support and coordination services for the management of domestic violence cases	(i) Number of cases managed, disaggregated by sex, age, AU, type of services provided, etc. (ii) Number of services supported by the municipality	Finance Sector Social Sector The Economic, Legal and Human Resources Directorate	Administrative Units MTT Members Specialised NGO-s	During the year	During the year	During the year	The cost should be calculated based on the studies performed and should be included in the MTBP 2020-2022	Local Coordinator or salary calculated above, as well as additional costs support in case management	Will be determined depending on the annual calculations	CGE at the municipal level CGESP at the Municipal Council level
2.2.6	Awareness campaign in the framework of the "16 Days of activism against GBV", funded and budgeted as part of the MTBP of the Municipality	(i) Type of organized activities (ii) Tools used (ii) Number of beneficiaries disaggregated by sex, age, social groups, etc	LCDV Social Sector The Economic, Legal and Human Resources Directorate	Administrative Units MTT Members NGO Donors	25th November - 10th December 2020	25th November - 10th December 2021	25th November - 10th December 2022	The cost for an awareness campaign according to the NSGE2016-2020 is 640,000 ALL	It will be calculated annually based on reference costs and previous planning	Based on annual calculations	CGE at the municipal level CGESP at the Municipal Council level

2.2.7	Protected sheltering service for victims of domestic violence and victims of trafficking (emergency sheltering service)	(i) Number of victims of violence accommodated in shelters	Social Sector Project Application Unit	Independent Women Forum, Elbasan Save the Children ARSIS ANTTARC	n/a	During the year	During the year	900,000 ¹⁴	As foreseen in the Cërrik Local Social Plan	Based on annual calculations	CGE at the municipal level CGESP at the Municipal Council level
2.2.8	Awareness activities related to trafficking in human beings, (in the city high schools)	(i) Number of organized activities (ii) Number of participants, disaggregated by sex, in the categories, students, parents, teachers, etc.	Social Sector The Economic, Legal and Human Resources Directorate	State Police Ministry of Interior/ Anti Trafficking National Coordinator Office NGO-s Donors	October - December 2020	October-December 2021	October - December 2022	The cost for an awareness campaign according to the NSGE 2016-2020 is 640,000 ALL	It will be calculated annually based on reference costs and previous planning	Based on annual calculations	CGE at the municipal level CGESP at the Municipal Council level

¹⁴ As foreseen in the Cërrik Local Social Plan , see activity 3.1., P.63

Specific Objective (SO) 2.3:		Transform Cërrik neighbourhoods into safe public spaces for women, young women, girls, boys, young boys and men from all social groups									
Indicator for SO 2.3:		(i) By 2023 , investments made in the neighborhoods of Cërrik and in AUs enable the safety and practical protection of women and men, young women and young, girls and boys, to the extent of 80%									
Articles of the Charter to which we refer:		Article 21: Safety and Security									
No.	Activities	Indicators	Implementation		Time-Frame			Financial Resources			Monitoring
			Key Responsible	Partners and collaborators	09/2020 – 08/2021	09/2021 – 08/2022	09/2022 – 08/2023	Total Cost	Municipality	Need for Funding	
2.3.1	Assessing the security and protection needs of women and men, young women and young men, girls and boys, in neighbourhoods or Administrative Units where interventions are planned, through studies such as Scoping Studies for Safe Cities	(i) Number of evaluations carried out (ii) List of protection and security needs, enabled by interventions in these neighbourhoods, according to the results of the assessment conducted, disaggregated by sex, age, social groups, etc.	Project Office / Unit in the Municipality	Social Sector The Economic, Legal and Human Resources Directorate NGO-s Donors	n/a	July-December, 2021	According to the need for evaluation of interventions planned by the Municipality	Approximately 1,000,000 ALL for the study for a neighbourhood of (implemented in 2018 in a municipality of the country by UN Women)	It will be calculated based on the annual interventions it plans	It will be calculated based on the annual interventions it plans	CGE at the municipal level CGESP at the Municipal Council level

2.3.2	Realization of foreseen investments in the neighbourhoods of Cërrik or in AU, based on the recommendations from the assessment of security and protection needs	(i) Security elements deemed necessary, reflected in infrastructure interventions	Office of Urban Planning	Social Sector The Economic, Legal and Human Resources Directorate NGO-s Donors	n/a	Every year according to the foreseen interventions, after the realization of the study defined in point 2.3.1	Every year according to the foreseen interventions, after the realization of the study defined in point 2.3.1	According to the planning of interventions and security elements to be added	It will be calculated on an annual basis, according to the interventions provided in the PBA	Will be calculated on an annual basis	CGE at the municipal level CGESP at the Municipal Council level
2.3.3	Installation of security cameras in every school, kindergarten	Nr. of cameras in schools and kindergartens	Municipality	Security Councils Police NGO Donors	January-March 2021	During the year	During the year	It will be calculated based on the number of institutions	According to the annual planning (for the cost of installation and maintenance)	According to the annual planning (for the cost of installation and maintenance)	CGE at the municipal level CGESP at the Municipal Council level
2.3.4	Transforming schools into community centers that contribute to social development and increase community safety	Nr. of schools as community centers	Local Education Office	Security Councils Police NGO Donors	n/a	During the year, according to the Local Educational Office planning	During the year, according to the Local Educational Office planning	Will be calculated based on the Local Educational Office planning	Will be calculated based on the Local Educational Office planning	Will be calculated based on the Local Educational Office planning	CGE at the municipal level CGESP at the Municipal Council level

2.3.5	Identify early antisocial behavior and various forms of law-breaking and aggression, such as theft, physical assault and vandalism, and refer cases for training in violence prevention (creating space for interviewing juveniles in conflict with the law)	Nr. of cases identified and referred	Psychologist in schools Child Protection Specialist LCDV Social Sector	Police MTT Members Interdisciplinary Technical Group Members NGO	During the year	During the year	During the year	The cost should be calculated based on the studies performed and should be included in the MTBP 2020-2022	It will be calculated on an annual basis and on the number of cases handled during the previous year	Will be calculated on an annual basis	CGE at the municipal level CGESP at the Municipal Council level
2.3.6	Meeting of Local Public Safety Councils	(i) Number of meetings held (ii) Security issues discussed	Mayor's office	Police station, Prefect's office, Local Educational Office, Local Unit of Health Care, Regional Directory of State Social Service, court, prosecution office, municipal	Quarterly	Quarterly	Quarterly	154,590 ALL in total for 3 years, 4 meetings per year (or 12,883 ALL / meeting)	51,530 ALL per year	51,530 ALL per year	CGE at the municipal level CGESP at the Municipal Council level

				police, religious communitie s, business community, media, local NGOs, youth boards, etc.							
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6. Appendix

Cost Calculation FOR THOSE ACTIVITIES THAT HAVE NOT BEEN REFERRED TO THE MUNICIPAL BUDGET, the MTBP 2020-2022, OR NSGE 2016-2020' COSTS

Strategic Goal (SG) I.: Fulfillment of the official public commitment of the Municipality of Cërrik towards the principle of equality between women and men in local life														
Specific Objective (SO) 1.1: Take concrete actions to report publicly and regularly on the progress of the Municipality of Cërrik to ensure in practice equality between women and men in local life														
No.	Activities	Description of Items	Unit	Cost per Unit (ALL)	Quantity	Total per activity	Municipality	Donors	Completed only the first year			Total for 3 years	Municipality	Donors
1.1. 2.	Preparation of guidelines and tables of indicators which will be collected during the LGAP monitoring process	Employee working day for drafting instructions (2 employees)	15 working days	2265	2	67.950	67.950	0	n/a	n/a	n/a	n/a	n/a	n/a
		Total Cost					67.950	67.950	0	n/a	n/a	n/a	n/a	n/a
No.	Activities	Description of Items	Unit	Cost per Unit (ALL)	Quantity	Total per activity	Municipality	Donors	It is organized only one meeting per year			Total for 3 years	Municipality	Donors
1.1. 3.	Annual meetings with institutions, NGOs and stakeholders to	Moderatos	1/2 working day	1133	1	1.133	1.133	0	n/a	n/a	n/a	3.398	3.398	0
		Conference room rent	1/2 days	3000	1	3000	3.000	0	n/a	n/a	n/a	9000	9.000	0

	report on the progress of implementation, as well as to review the LGAP	Materials	Participant/s	150	40	6000	6000	0	n/a	n/a	n/a	18000	18000	0	
		Coffee/water	Participant/s	200	40	8000	0	8000	n/a	n/a	n/a	24000	0	24000	
		Transport	Lump sum	3000	1	3000	0	3000	n/a	n/a	n/a	9000	0	9000	
		Total Cost					21.133	10.133	11.000	n/a	n/a	n/a	63.398	30.398	33.000
No.	Activities	Description of Items	Unit	Cost per Unit (ALL)	Quantity	Total for 1 activity	Municipality	Donors	It is organized only one reporting per year			Total for 3 years	Municipality	Donors	
1.1.4	Regular annual reporting to CEMR	Employee working day for drafting the annual report (2 employees)	15 working days	2265	2	67.950	67.950	0	n/a	n/a	n/a	203.850	203.850	n/a	
		Total Cost					67.950	67.950	0	n/a	n/a	n/a	203.850	203.850	n/a
Specific Objective (SO) 1.2: Strengthen the local institutional mechanism for achieving gender equality															
No.	Activities	Description of Items	Unit	Cost per Unit (ALL)	Quantity	Total for 1 training	Municipality	Donors	It is organized only one training per year			Total for 2 years	Municipality	Donors	
1.2.2.	Strengthening the capacity of CGE members to apply gender responsive budgeting in line with legal changes on local finances	Trainer (2 people)	2.5 working days	20000	2	100.000	0	100.000	n/a	n/a	n/a	200.000	0	200.000	
		Conference room rent	2 days	6000	2	12000	12.000	0	n/a	n/a	n/a	24000	24.000	0	
		Materials	Participant/s	15	200	6000	0	6000	n/a	n/a	n/a	12000	0	12000	
		Coffee/water	Participant/s	15	250	7500	0	7500	n/a	n/a	n/a	15000	0	15000	

		Lunch	Participant/s	15	1000	30000	0	30000	n/a	n/a	n/a	60000	0	60000
		Total Cost				155.500	12.000	143.500	n/a	n/a	n/a	311.000	24.000	287.000

Specific Objective (SO) 1.3: Increase the participation of women and young women from different backgrounds and age groups in all public meetings and hearings organized by the Municipality of Cërrik

No.	Activities	Description of Items	Unit	Cost per Unit (ALL)	Quantity	Total for 1 activity	Municipality	Donors	Completed only the first year			Total for 3 years	Municipality	Donors
1.3.1.	Informative meeting with social administrators on the importance of participating in public hearings of women and young women of different groups and ages	Moderator	1/2 working day	1133	1	1.133	1.133	0	n/a	n/a	n/a	n/a	n/a	n/a
		Conference room rent	1/2 day	3000	1	3000	3.000	0	n/a	n/a	n/a	n/a	n/a	n/a
		Materials	Participant/s	150	15	2250	2250	0	n/a	n/a	n/a	n/a	n/a	n/a
		Coffee/water	Participant/s	200	15	3000	3000	0	n/a	n/a	n/a	n/a	n/a	n/a
		Transport	Lump sum	3000	1	3000	3000	0	n/a	n/a	n/a	n/a	n/a	n/a
		Total Cost						12.383	12.383	0	n/a	n/a	n/a	n/a
No.	Activities	Description of Items	Unit	Cost per Unit (ALL)	Quantity	Total for 1 seminar	Municipality	Donors	Total for 2 seminars	Municipality	Donors	Total for 3 years	Municipality	Donors
1.3.2.	Training seminars with social administrators on Gender Mainstreaming	Trainers (2 persons)	Working days	15000	2	30.000	0	30.000	60.000	0	60.000	180.000	0	180.000
		Conference room rent	1.5 days	6000	1.5	9000	9.000	0	18000	18.000	0	54000	54.000	0
		Materials	Participant/s	150	15	2250	0	2250	4500	0	4500	13500	0	13500

	and Gender Responsive Budgeting	Coffee/water	Participant/s	200	15	3000	0	3000	6000	0	6000	18000	0	18000
		Transport	Lump sum	5000	1	5000	0	5000	10000	0	10000	30000	0	30000
		Total Cost				49.250	9.000	40.250	98.500	18.000	80.500	295.500	54.000	241.500
No.	Activities	Description of Items	Unit	Cost per Unit (ALL)	Quantity	Total for 1 activity	Municipality	Donors	Total for 5 meetings	Municipality	Donors	Total for 3 years	Municipality	Donors
1.3.3.	Applying a gender balanced approach to gender responsive budgeting (GRB) meetings	Moderator	1/2 working day	1133	1	1.133	1.133	0	5.663	5.663	0	16.988	16.988	0
		Conference room rent	1/2 day	3000	1	3000	3.000	0	15.000	15.000	0	45.000	45.000	0
		Materials	Participant/s	150	40	6000	0	6000	30.000	0	30.000	90.000	0	90.000
		Coffee/water	Participant/s	200	40	8000	0	8000	40.000	0	40.000	120.000	0	120.000
		Transport	Lump sum	3000	1	3000	3000	0	15.000	15.000	0	45.000	45.000	0
		Total Cost				21.133	7.133	14.000	105.663	35.663	70.000	316.988	106.988	210.000
No.	Activities	Description of Items	Unit	Cost per Unit (ALL)	Quantity	Total for 1 activity	Municipality	Donors	It is prepared only one report per year			Total for 3 years	Municipality	Donors
1.3.4.	Preparation of a monitoring report on the participation of women and young	Employee working day for drafting the annual report (2 employees)	15 working days	2265	2	67.950	67.950	0	n/a	n/a	n/a	203.850	203.850	n/a

2.2. 3	Organizing regular meetings of the Multidisciplinary Technical Team (MTT) for dealing with cases of Domestic Violence	Moderator	1/2 working day	1133	1	1.133	1.133	0	13.590	13.590	n/a	36.240	36.240	n/a
		Conference room rent	1/2 day	3000	1	3000	3.000	0	36.000	36.000	n/a	96.000	96.000	n/a
		Materials	Participant/s	150	15	2250	2250	0	27.000	27.000	n/a	72.000	72.000	n/a
		Coffee/water	Participant/s	200	15	3000	3000	0	36.000	36.000	n/a	96.000	96.000	n/a
		Total Cost						9.383	9.383	0	112.590	112.590	n/a	300.240

Specific Objective (SO) 2.3: Transform Cërrik neighbourhoods into safe public spaces for women, young women, girls, boys, young boys and men from all social groups

No.	Activities	Description of Items	Unit	Cost per Unit (ALL)	Quantity	Total for 1 activity	Municipality	Donors	Total for 4 meetings	Municipality	Donors	Total for 3 years	Municipality	Donors
2.3. 6	Meeting of Local Public Safety Councils	Moderator	1/2 working day	1133	1	1.133	1.133	0	4.530	4.530	n/a	13.590	13.590	n/a
		Conference room rent	1/2 day	3000	1	3000	3.000	0	12.000	12.000	n/a	36.000	36.000	n/a
		Materials	Participant/s	150	25	3750	3750	0	15.000	15.000	n/a	45.000	45.000	n/a
		Coffee/water	Participant/s	200	25	5000	5000	0	20.000	20.000	n/a	60.000	60.000	n/a
		Total Cost						12.883	12.883	0	51.530	51.530	n/a	154.590