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ANNUAL REPORT

Introduction

In order to contribute to the enhancement of sustainable economic development in the Region of Vlore, Auleda's main role was to harmonize services, actions, initiatives and projects in line with the strategic development plan of the territory.

According to this role the Auleda 2010 objectives were:

- Strengthening and stimulating the sustainable, inclusive and human development of the Vlora Region .
- Contributing to build and strengthen strategies for planning at the local level.
- Providing support to the regional population, the local administrations and associations of the civil society for improving their capacities and performance.

Based on the Agency's methodology for reporting, the dates for 2010 were set up by the grouping of activities as:: services, projects and guarantee fund.

SERVICES:

The services of Auleda during the 2010-2011 period were focused on:

- Business support & Business networking.
- Planning Support.
- Local resources mapping.
- Territorial Marketing.
- Partnership building.
- Territorial animation

Business support& business networking:

During 2010 year, 3 businesses were direct supported with the loans, 8 of them with the business plan preparation, 25 of them with technical assistance and trainings.

During the 2010-2011 period Auleda Agency has developed 5 promotional campaigns on investment opportunities related to local unsatisfied needs respectively:

- Campaign for the promotion of credit line for SMS of Italian Cooperation.
- Campaign for the business services of the BAS Program, USAID.
- Campaign for the promotion of the credit line of Guaranty Fond of Auleda, new condition of the new contract.
- Campaign for the promotion of investment possibilities in collaboration with Italian Consulate and Chamber of Commerce of Vlora
- Campaign for the promotion of business services and investment possibilities of Albanian Local Capacity Development Foundation (ALCDF).

During the 2010-2011 period Auleda Agency has developed campaigns on investment opportunities that valorize local patrimony respectively:

- Campaign for the promotion of the local handicraft products with the Association for the population and development.
- Promotion of traditional and folk music with AULONA association.
- Promotion of the tourist resources in Orikum and rural tourism development, in collaboration with Orikum Municipality.
- **Forums and workshops with producers:**
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- On 26 November 2010 in Sarande, AULEDA agency organized a meeting in collaboration with County of Vlora, the Italian Consulate and Chamber of Commerce Vlora with representatives of the business in this city. In this meeting participated Mr. Sergio Strozi consul of Italian Consulate.
- AULEDA agency represented by the Executive Director at that meeting presented its activities in the framework of drafting the Strategic of Vlora region as well as the services offering to the business enterprises. AULEDA made a synthetic description of the process of drafting the strategic plan, activities implemented and ongoing, focusing on the process of selecting projects that will be presented to UNDP for financing after their approval by the Council of the Partnership.
- To the business representatives were introduced the guarantee found of AULEDA available for granting loans, the modalities of granting the loan and services provided to the business during this process. At the same time AULEDA expressed its view regarding the diversification

of agricultural products and livestock, preserving and promoting indigenous varieties as well as the creation of associations of producers.

- During the March 2011 was organized in collaboration with Italian Cooperation *two workshops with the producers of medicinal herbs and honey in one meeting and the association of fishing MPO* in Vlora and Saranda. (see the attached materials) In these workshops participate 25 producers from the Region of Vlora grouped in two groups. In these workshops the agenda planned the discussing of resources and needs, evaluation of the value chain, identification of investments such as credit system and subsidiary from the government.
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- **Creation and support for the associations of producers.**
- During the ARTGOLD 2 project Auleda have promote and create new associations of producers as well as have support the existed ones on their improvement.
- ***LAG Adrijon Association (Local Action Group)***
- Was created on 15.10 2011 with the initiative of inhabitants, businessman and producers of Center Commune, Novosela Commune and Municipality of Orikum. In the first meeting have been chosen the board, the president and vice-president of it. As well as in this meeting was discussed a draft of Lag Adrijon Statute. Due to some requested and suggested changes it was review and now this organization is in the process of legalization at the Court of Tirana.
- The mission of this association is to promote and realize projects that aims in a rural sustainable development according to the LEADER Program of EU, defined as action territory the mentions territories.
- ***Shushica Farmers Association***
- Was created on 2.11.2011 with the initiative of 8 farmers of Shushica Commune. The aim of association is to reinforce the economic and productive capacities of the single farmers which from their side will continue to develop their activity in an independent autonomy of finance and patrimony. This association have today 25 members from the Shushica Commune. The Association is in the process of legalization in the Tirana Court.
- ***The Association of "Kalinjot OIL" Trevllazer.***
- The association was created on 2004. From Auleda Agency the association was assisted in the reorganization process and above all in the statute reviewing according to the new status of Albania as a possible candidate member of EU.

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- ***The National Association of tourism (Vlora Branch)***
 - Was created on December 2011 with the initiative of different tourist operators from the tourist agencies, hostelry, restaurants. The president of the Board of this Association for Vlora branch is Mr. Vasil Bedini. This Association is the winner of the one prioritized projects of Vlora Region selected in the first phase under the ARTGOLD 2 program.

Planning support:

Auleda Agency has directly support the Strategic Planning of Vlora Region through the following activities:

- Introduction of strategic planning initiative and preliminary desk analysis.
 - Capacity building of the local actors about the strategic planning process
 - Monitoring database of existing plans.
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- ***Introduction of strategic planning initiative and preliminary desk analysis.***

These activities were preceded by a detailed presentation of the process of drafting the Strategic Plan. UNDP experts Andrea Nobili and Federica Di Pietro Antonio in collaboration with Auleda held a meeting with Auleda technical staff and its board members to present the methodology to be followed for a Strategic Plan.

On the other hand AULEDA organized meeting of UNDP experts with representatives of the Region, Deputy City Hall of Vlora Mr. Edmond Leka Flora and Vlora County Mayor Mr. Hasan Halili. In these meetings of experts of UNDP, presented to the local government leaders the methodology of drafting the strategic plan and asked in the same time institutional support for the successful accomplishment of the mission.

AULEDA has organized meetings with mayors in the area of Vlora River, respectively with the Mayor of Shushice Mr. Lulzim Petani, and Chairwoman of Commune Hore -Vranisht Mrs. Fatbardha Kapo. Following the meetings to present the initiative of drafting the strategic plan and supported logistically AULEDA organized meetings with mayors of Orikum, Himare and Chairman of the Chamber of Commerce and Industry.

- ***Identification of local actors.***

AULEDA has identified potential stakeholders who will constitute the target groups of discussion to identify priorities and possible scenarios of development. Actors identified were local government

representatives at local and regional, business representatives, representatives of institutions whose focus is the environment and environmental improvements, representatives of tour operators, representatives of cultural heritage and cultural sector, representatives of rural development and agro industrial productive system, representatives of civil society, institutions of higher education and scientific research institutions.

- Identification of potential stakeholders was carried out on the entire region about administrative units included 19 communes and seven municipalities of the District of Vlora
- Database of identifying actors served to organize discussion and consultation activities of public about the strategic planning process.
- ***Capacity building of the local actors about the strategic planning process.***

Auleda in collaboration with UND experts has realized different workshops with the local actors about the strategic planning process methodology. During 2010-2011 were organized 7 workshops with the participation of local government, local institutions, media e civil society representatives from Vlora, Saranda and Delvina districts. In these workshops, have participated about 150 participants from these institutions.

- ***Map if existing the strategic plans in the region.***

AULEDA Agency staff has worked to identify strategic plans that exist in territory. To realize that agency staff made contact with representatives of the administrative units, local government bodies, local institutions, international organizations, national, regional and local that operate in Vlora. Through these meetings the staff of the agency identified several strategic development plans that include a commune, a municipality or wider. So, were identified:

- The Strategic Plan for the Development of the Coastal area (that include the area from Oricum to Butrint).
- The Strategic Plan for the development of Orikum Municipality.
- The Strategic Plan for the Tourism Development of Center Commune.
- The Strategic Plan of development of Novosela Komune.
- The Development Master plan of Vlora River area.
- The Strategic Plan of Development of Vlora Municipality.

At the same time, agency staff identified the documents developed for the district in the last 5 years. Through their research in the library, website and meetings with district administration were identified:

- The Strategy for the region development (publication under the project financed from OXFAM)
- The progressive report about the millennium objectives.
- The Master Plan of tourism development of Vlora city.

While were identified the projects applied or those that are at the application stage, which have in their focus the socio-economic development of the region. They identified about 15 projects with different donors, the European Community and other international organizations within and outside the country.

- ***Public presentation:***

The aim of public presentation was the presentation of the process for Strategic Planning of Vlora Region as well as the beginning of wide consultation with all the stakeholders interested on the process. This meeting stresses the importance of the Strategic Plan, the role of every actor in the process and above all the role of the County Partnership Council. The UNDP experts from I-NEXT Studio, Italy, presented the strategic planning methodology. Participatory planning of all local actors interested to contribute in the regional development is at the center of this methodology. In practice, the involvement of all interested actors will be realized through thematic focus-groups discussions on Tourism sector, Agriculture, etc. The methodology was commented from the participant in the Kick Off event. Their suggestions was that the methodology should include extensive discussions with interest groups, meetings in villages, where they agro industrial activity takes place, family tourism and other activities are often informal. On the other hand, the participants in the meeting discussed the integration of local development plans of local units in the district strategic plan.

The representatives of cultural heritage and environmental organizations and agencies stressed out that both these sectors are closely linked to tourism development of the region and therefore they need to be strongly considered as priority fields on the planning process. It was suggested that County Partnership Council should consider and approve concrete projects in improving environmental conditions of the area as well as in protection and promotion of cultural heritage for the development of a sustainable and diversified tourism sector.

At the end of the meeting of the County Chairman presented the conclusions of the meeting and briefed the participants to the activities to be carried out in the following process of drafting strategic plan.

- ***Draft Strategy Plan Consulting:***

The first variant of Draft Strategy of Vlora Region was consulted with experts and intellectuals of the Region, civil society public administration and local institution.

On 14 of December a consultative meeting was held with intellectuals and experts of the Region of Vlora. This meeting was requested and carried out in collaboration with Vlora Region, Local Economic Development Agency "AULEDA" ARTGOLD Program and UNDP experts. In this meeting participated 36 experts from local institutions, public and private universities, academics etc.

The main topics discussed from the participants were: the synergy of the model created for the Strategic Plan with the project of human development laboratories, lines defined for the scenarios of Strategic Plan, the strategic planning actions constituted as a whole seeking to fill some gaps, to be persuasive, instructive, inclusive of interest, guided by a vision based on identification of needs, avoiding collisions between models of development at central, regional and local issues constituted another issue for discussion.

The involvement of academic level in the strategic planning process was another topics on the meeting discussion. Inserting of the Minor Regional Draft Strategy into the Regional Strategic Plan was another suggestion. Health service sector in particular that, offered for age groups from 0-3 years old should be an integral part of strategic plan. The Strategic Plan as not a feasibility study, not a technical document, a process that does not exclude but includes, displays all local contributions.

Energy and utilization of energy resources was the object of discussion in this meeting, compatibility with the government strategies for alternative sources of energy were other topics in discussion.

On 15 of December in the hall of the Region of Vlora a public consultation meeting was held with intellectuals, representatives of the local institutions, associations, and experts of the Region of Vlora. In this meeting participated 61 person.

The Chairman of the Region as the initiator of the meeting asked to participants' active discussion about the proposed scenarios for the development of Vlora Region. The model created with this strategic plan, and its synergy with the project of human development laboratories establish bases in the replication of strategic planning with small administrative units. Recognition of the draft strategy from all county municipalities was one of the suggestions of the speakers. According to them, every municipality must have a group study and design to contribute to this draft strategy. Determination of

the topics of study and design, identifying financial resources, were other suggestions. Approval of regional laws in line with the Strategic Plan would be a logical flow of such a process.

Timing of development of the strategic plan, its monitoring and involvement in the design methodology were the subject of discussion. Estimates of time to review the strategic plan, a vision of short, clear, with summary, there were other suggestions.

“Zero Emissions-according” the slogan of Draft Strategy presentation according to discussions is a term not more accessible to all communities, therefore suggested the use of a simple term. Another suggestion related to the fact that the draft strategy should not only to be focus on typical traditional products, as tourism product requires variation. Harmonization of the general terminology and introducing the concept of transition towns was another suggestion.

Local resources mapping :

The value chains evaluation and creation of the association of producers was one of the most important activities under the ARTGOLD 2 program. In this process, Auleda Agency was assisted technically from Mr. Grabiele di Stefano UNDP/expert. The process started with some meetings with different producers’ and association grouped according to the fields of work. So during the project in the first phase was organized in the Auleda office and in Vlora River villages meeting with producers of olive oil, farmers, beekeeping association and honey producers, the dairy representatives, women that collect medicinal herbs, handcraft producers in Vlora and Lumi i Vlores River, represent of cultural sector and cultural association, represent of Vlora fishing association etc. Appart the meetings in Vlora was organized also a field tour in Saranda and Delvina.

On the basis of the information collected, in a shared way with local actors, during the field visits and desk analysis, for the identification of the problems and solution ways were defined the main draft project that can be considered as strategic interventions in the frame of Socio-Economic Strategic Programme of the Area.

They have been decided in a shared way with local actors, and they have to be the object of a participated designing activities in order to obtain their executive form.

Project drafts:

- “Sea fishing in Vlora”
- “Vlora cultural system”
- “Herbs of Vlora”

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- “Widespread bazaar of Vlora” (see attached documents)

On the other hand Auleda staff with the technical assistance of UND expert has identified 9 value chains respectively milk transformation, medicinal herbs, honey producers, olive oil producers, wine producers, fishing agriculture, fruit and vegetables, handicrafts art and culture valorization.

Territorial marketing:

During 2010-2011 period Auleda Agency has organized and participated in different territorial marketing activities such as Open Days, different fairs, different publication such as touristic guides and leaflets.

Open days: Were organized in the contest of Strategic Planning Process in Vlora and Saranda district.

On 17 and 19 of November 2010 were held the Open Days – the consultation with the public on the Strategic Plan of Vlora Region.

According to the agenda Open Day was conceived as a discussion of the Strategic Plan with four separate focus-groups respectively according to the following topics:

1. Environment and infrastructure network
2. Cultural heritage and tourism
3. Social sector.
4. Rural development and diversification of rural activities..

In this event participated 58 people, representatives of local Institutions, regional directorates of Education, Health, Agriculture, municipalities, representatives of Civil Society, Culture, representatives of the productive system and handicrafts.

The open days were organized in two type of sessions: plenary session and focus-groups work sessions. In the plenary sessions was emphasized the importance in the process of drafting the Strategic Plan of consultation with stakeholders, as the aim of this plan is that it serves all of those.

The Open Days was organized as a fair and discussion day. Every focus-group discussion was accompanied from photomontage of the topics, exhibition of handicrafts, traditional customs and songs as well as traditional meals.

The topics identified from the focus - groups defined the main key words of the Strategic Planning document.

Fairs:

Auleda agency in collaboration with Ministry of Employment and Social Affairs has organized the employment fair, resources, possibilities, offers of the labor market. In this fair have participated a lot

of public institutions, private bodies, businesses that presented their employment possibilities and social care for vulnerable people too. The aim of this activity was to know the offers of employment in the territory as well as the criteria for the employment.

Touristic guide publication:

Aulea agency has published the tourist guide of Center Commune promoted the tourist resources, natural, historical, and cultural resources, customs and eno-gastronomy, music and tradition.

Partnership building:

Auleda's relations with local government have been reinforced. AULEDA is conceived by local governments as an instrument to attract investment through various funding mechanisms. In the assembly of the agency, there are 19 representatives from the local government such as communes, municipality, county, prefecture. This composition is reflected in the Agency's Board.

Their participation in governing bodies of the agency, brings coherence to the ongoing initiatives and initiatives undertaken by the agency, with the policies and strategies at local, regional and national level.

AULEDA continuously offered and provides technical assistance, on the capacity building of the staff, in particular in terms of programming and development. In cooperation with local governments, has identified needs, has developed, introduced and implemented development project.

During the 2010-2011 year have been signed 5 memorandum agreements in the regional and local level respectively:

3 Memorandums of understanding with Municipality of Orikum, Commune Novosele and Commune Center for the implementation of LAG initiatives.

1 Agreement for collaboration with the regional Council under the ARTGOLD program.

1 Agreement with Vlora Municipality under the Minor Program.

Auleda is actually member of 2 international and 4 regional and local committee as well as the 2 government committee.

Territorial animation:

Demonstrated tour to the administration units of Vlora Region.

The mission of demonstrated tour consisted in visits to several local authorities of Vlora Region to present the Strategic Plan and make a survey of possible projects or project ideas to include in it. All meetings, which took place upon request of the President of the Region, were introduced by a presentation of the Strategic Planning process, starting with the analysis of territory, passing through

the definition of key words, the identification of development scenarios, of the vision and of the strategies to achieve it, the proposal of actions for the implementation of the strategy, ending with the identification of the development projects. During the meetings, Mr. Nobili was constantly accompanied and supported by the Local Coordinator, by AULEDA staff and by two members of the Regional Council staff, Ms. Rajmonda Kreshpa and Ms. Edmira Agaj.

The main possible project ideas and projects were:

1. Roads and aqueduct projects (need to bring drinking water in villages and in fields for irrigation).
2. “Storage” project for agricultural products (cold stores in packing line for Vlora market).
3. Project for the creation of appropriate structures for milk processing, justified by the high number of cattle breeding in this area.
4. Project for the integration of Rom people in the socio-economic life, through vocational training and the encouragement of private entrepreneurship.
5. Residential assisted centre for the elderly, in synergy with Vlora psychiatric hospital;
6. Local Bio products and medicinal herbs.
7. Landfill;
8. Improvement of touristic offer and enhancement of monasteries and churches.
9. Improve tourist offer for green tourism companies and farm holidays.
10. Creation of the Finiq Museum as a cultural and crafts centre.
11. Ancient typical houses to preserve;
12. Maritime transports services to link Ksamil, Saranda, Himara and Vlora;
13. Botanical park of Mediterranean flora, accessible from Butrint;

These project idea and project proposal were reflected in the second Draft Strategic Plan presented in the others meeting of public consultation.

- **Contribution to the elaboration of the prioritized strategic projects, with particular reference to their justification and contest analyses.**

According to the terms of reference for the Partnership Council in Vlora Region this organism had the competence to approve the prioritized projects evaluated and selected from the Technical Group of CPC, coordinated from Auleda. The process started with a call for local government, local institution

civil society association to present their project –proposal. During this project there were two application for the priority projects. The first faze during November 2010 and the second one during March 2011

Meetings of the Technical Group of Partner Council of Vlora Region

On 10.08 2010 was the second meeting of the Technical Group of the Partnership Council to conduct project selection process based on acceptance and prioritizing criteria defined and approved unanimously by the Council of Vlore District Partnership.

The first meeting was attended by seven members of the Technical Group, that has a total of 8 members. Coordination of the meeting was conducted by Mirela Koci - Director of Local Economic Development Agency "AULEDA" and Aurel Jupe - Local Coordinator of Argold 2 Program.

First Meeting of the Experts Group started with determining the agenda of the meeting, which predicted:

1. Listing of projects submitted in the region to its contact points.
2. Evaluation of projects based on eligibility criteria
3. The division of projects into two groups (group projects of the productive system and group socio-cultural projects)
4. Evaluation of the productive system projects, according to the criteria of prioritization of the productive system.
5. Evaluation of the socio-cultural projects, according to their prioritization criteria.

The agenda was adopted by consensus by all members of the technical group participants in the meeting.

The admission or not of the projects was made taking into consideration each project and the fulfillment of 13 criteria (these criteria were adopted by the Partnership Council in its last meeting). As result of this process passed the further assessment phase 20projects.

.20 projects that passed the selection phase of the admission criteria were divided according to their typology in two main groups:

1. Productive system projects (8 projects)
2. Socio-cultural projects (12 projects)

Group Projects of the productive system was appreciated by the technical group under the six criteria for prioritization of the productive system, these criteria adopted by the Partnership Council of Vlora

Region. Each criterion was available for evaluation with points defined. Each of the members of the technical group said his evaluation with points for every project. Final assessments was completed with consensus of all members.

At the end of the meeting the technical group defined the work plan following the process, which included revising and adapting the format of the application of projects rated as 4 priority projects in the two groups of projects, a process that must be accomplished before the Council Meeting Partnership.

The process of evaluation and selection of projects has been documented in the summary table, which will be made available to members of the Partnership Council

Besides that, the working group will submit to the Council of the Partnership other suggestions aimed at promoting inter-institutional cooperation, and inter-communal and cross cutting as well as the improving of the presentation process of the projects to UNDP.

On the third meeting of technical group was made the classification of the projects selected in the two first meetings that were represented to the county partnership council.

County Partnership Council Meeting

On 3 of December was developed the meeting of the county Partnership Council for the approvement of the selection projects from the technical group.

The classification of the 'project proposals' whether belonging to Productive cluster or Socio-Cultural cluster was debated, in a rather extensive discussion. This was due to the fact the proposals were 'concept notes' papers at their bests, rather than well elaborated projects.

The proposals that changed cluster were then reassessed against the prioritizing criteria of the new cluster they became part of.

The CPC Chairperson referred to the meeting he had with Gigi and Andrea in Saranda on November 18th, that the bulk of the financial sources for this project is coming from Regione Marche and not from UNDP like the rest of the proposals, and requested that 'Increase Info and Communication Access (Digital Network)' proposal to be automatically presented as status apart 'winner' to both CPC and UNDP.

TSG recommended that the applicants of "Natural excursions through Shushica Valley Guide" project and Chamber of Commerce Tourist Guide project, collaborate together to come with an integrated project. TSG recommended that the applicants of "Guide of Iso-Polyphonic music

experiences of Shushica Valley” project and the applicants of Cultural Heritage through Iso-Polyphony project, collaborate together to come with an integrated project.

All proposals not complying with more than 1 acceptance criteria to be not classified.

The ranking for the Productive cluster to be presented to CPC and UNDP if approved is the following:

- Promotion of Kalinjot Olives
- Clean up Butrint Lagoon from mussel shells
- Dock extension at Dema Monastery
- Reconstruction of Butrint-Bistrica canal command point.

The ranking for the Socio-Cultural cluster be presented to CPC and UNDP if approved is the following:

- Finiq Archeological Park Infrastructure Development
- Improve Human Capital for Tourism Development
- Reconstruction of Puppet Theatre
- Zvërnec Monastery Restoration

The CPC meeting is scheduled on December 2nd, 11 o'clock to discuss the TSG analyses and decide on priority projects. Consensus - building guided the TSG activity and discussions throughout the meeting. The projects are in the phase of financing from UNDP.

The second phase of project selection was realized during the March 2011. In this phase have been presented 15 projects divided in two groups.

The process followed the same methodology as in the first phase. At the end of the process we have the ranking of the projects for the productive and social –economic projects. For this round we re expecting the constitution of the ne Regional Council and the County Partnership Council too.

- **Auleda own Strategic Plan**

Elaboration and modification of Auleda statute.

During November the staff of the Agency in collaboration with members of the board has worked to perform modifications in the statutes of the agency. this activity was preceded by about a month ago, Giancarlo Cancanelit mission. The objective of the mission was to make the feasibility analyses for enlarging the functions of the LEDA-s. To meet this objective, agency staff organized the meetings of Mr. Giancarlo Cancaneli with local actors included meetings with municipalities representatives, meeting with the operational structures of prefecture and region, meeting with the productive sector,

chamber of commerce, producer's association, meeting with the social sector education and health sectors, meeting with cultural sections including association, NGO-s tourism related organizations.

The main objective of these meetings was to put the Auleda in condition of achieving the LED it the European performance standards, in the perspective of the Albanian integration. The strategy for it was to improve the capacities in:

- i) The institutional and social framework
- ii) The administrative management
- iii) The services and the technical framework
- iv) The financial sustainability.

According to the work plan Auleda staff has worked to take contacts with possible candidates for members of Assembly. Auleda staff has met represent of Novosela, Directorate of Education, Directorate of employment, social associations etc. On the other hand has been taken the final definitions of their adhesion in Assembly..

After that Auleda staff in collaboration with the president of board has organised the board meeting for discussion of Auleda statute and proposed modification. After the discussion article for article the proposed modification was approved from the members of the board.

In the same meeting was discussed even the new structure of Auleda taking in consideration the departments of services to the production activities, projects department and the territorial marketing department as well as the environmental, monitoring and innovation commissions.

After the meeting the new statute and structure was reviewed from a legal expert and actually is in the process of the legalisation from the court in Tirana.

Elaboration and modification of Auleda management handbook.

On 19. January 2011 in the office of the Agency AULEDA took place the workshop for preparing the Auleda management handbook. The goal of the workshop was to prepare the guidelines for elaborating the first part of the Auleda Management Handbook according to the established work plan. In this workshop took place 13 participants representatives of the board of agency, technical staff, and members of Auleda general assembles. The workshop opened with a presentation of issues to be discussed, sharing the general topics of the handbook, and methodology of the elaboration. Discussion on general issues of management manual was focused on rules of operation, decision-making methodology, mode of transmission of decisions by the Board on Technical Unit, ties between Board

and Assembly, ties between board and actors of the territory that are not members of the Assembly. Annual Operating Plan, the role of the Board in its design, its drafting and approval by the general assembly, planning and priorities of the agency, organization, resources used, the use of external sources, were the second point of discussion.

Monitoring and evaluation methodology for monitoring the activities envisaged in the plan, duties of the staff members in this context, communication within and outside the agency were other points of discussion by Mr. Cancaneli. Participant in the meeting suggest that communication with the public was professional, so in the manual clearly defined what information should be made public, and in what way will be realized.

The transparent administration, way of conducting cost, way of controlling, staff contracts, ways of recruiting new personnel, service contracts with individuals, companies and other organizations was another point of discussion in this workshop.

The director of the Agency informed the participants with the existing of the agency manual, the chapters containing the regulations of the management, the transparency, decision-making, communication with internal and external stakeholders. The existence of this manual constitutes an important basis for starting work.

The process of drafting the manual management Auledes was proposed to be concentrated on the description of rules, decision-making process by the board or other actors, the communication of decisions taken.

In connection with these steps of writing the manual it was proposed that the chapter describing the wording of the annual operating plan envisioned how this plan should be drafted, defining priorities, initiatives, projects, implementation of activities, resources, partners, organizational structure. Decision-making process should include the manner of defining the plan, implementation schedule, deadlines, approval by the board of management, sharing information with members of the assembly.

Communication, ways of its realization, the organization of conferences, workshops, events at local, regional, national and international constitute the third chapter.

Participants in the workshop agreed on the agenda of the next three months which included:

- Chapters defining of management manual through discussion with stakeholders interested in activities of the agency.
- Creation of a working group to draft the manual.
- Development of the first three chapters and presenting them in subsequent workshop in March.

This work have finished at 10 of April according to the work plan. The management handbook was sent by e-mail to all Auleda members for reflections and suggestions.

- ***Projects:***

During 2010 -2011 year have been developed from the agency 6 projects with very great impact to the social and economical development in Vlora region. The benefiteres from these projects were about 1250 farmers, minors, local government administrate, NGO-s members, communes, women.

1. ***The project: Support with olive seedlings for farmers in the district of Vlora" ALBA 64 - OXFAM/ amendment contract.***

The project support for farmers in olive seedlings in district of Vlora was the continuation of Alba 64 Project funded by OXFAM, through which the farmers of Shushice were supported with concrete inputs which directly influenced to the development of their households.

As a result of implementation of concrete activities to help farmers during the first phase of Project Alba 64, were identified along with the addressed needs as well as the needs of other farmers who were connected with the cultivation of olive oil as an investment in the long term with very reliable results.

Based in the needs expressed from the farmers according to the National Olive Cultivation Strategy, presented from Albanian government, Auleda staff evaluated as very important this investment. Thinking about the long term development, auleda staff have presented the project proposal which was approved through the contract signed under Alba 64 Project.

The distribution of seedlings was conducted in 5 communes: Shushice, Armen, Vllahine, Center Commune, Lopes Commune, in total 13 villages. From this process benefited 162 farmers who benefited 25 seedlings each.

The following table represent detailed data of communes, villages, number of distributed seedlings and number of beneficiaries farmers.

No.	Commune	Number of distributed seedlings	Number of beneficiaries farmers
1	<i>Center Commune:</i> villages Narte, Zvernec, Xhuherine, Qishbardhe	500	25
2	<i>Commune of Shushica :</i> villages Risili, Ceprat, Llakatund.	400	41

3	<i>Commune of Armen:</i> Villages Armen, Karbunare.	500	45
4	<i>Commune of Vllahine:</i> Villages Vllahine, Gernec, Kocul.	500	41
5.	<i>Commune of Lopes</i>	500	10
	TOTAL	2400	162

Agency staff estimate as a success the involvement of women that are head families and families with elder persons that don't have the care of their familiars, in the lists of beneficiaries. In order to support these vulnerable groups, the local authorities gave us total understanding and collaboration.

2. "UNIVERSITAS" PROJECT

The aim of the project was the capacity building of public administrate in particularly for: strategic planning, promotion of local economic development and territorial marketing; participatory and strategic development planning; promoting integrated strategies for sustainable tourism; facilitating dialogue among government, business and social actors; promoting policies and strategies for social inclusion of all marginalized groups; project cycle management and resource mobilization, especially in the European context.

Auleda Agency had the role of coordination of Local Action Group of this project. Result of discusion and improvement of LHD group were the training modules based on:

1. Research methodology
2. Basic instruments for territorial marketing
3. Participatory strategic planning / programming and prioritization participatory development.
4. Sustainable tourism.
5. Social Inclusion
6. Management of projects and identification of resources.

3. The project: Support for the Regional Agencies in the regional Strategic Planning under the ARTGOLD 2 Program/UNDP.

In the contest of this project in particular, Auleda was the following tasks:

- Cooperate in elaborating the strategic development plan, support the planning process, backstop preparation of projects, start implementing pilot initiatives and monitor their results.

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- Provide logistic, organizational and relational support to UNDP/ArtGold 2 for its implementation in Vlore.
 - Provide services to local population and institutions for the development of local economies including support to strategic value chains, support to most disadvantaged groups and communities for their inclusion in the mainstream economy, promotion of innovation and territorial marketing systems.
 - Provide support and collaboration to the implementation of ArtGold 2, “Universitas” School Laboratory component in Vlora Region.
 - Facilitate international partnerships, focusing on key priority projects that will be identified on the course of the strategic planning process.
 - Develop Auleda’s own 5 strategic plan.

Directly results from the implementation activities were:

1. Map of the existing plans of the Region.
2. Study for the value chain in Vlora region
3. 4 integrated productive projects for Vlora region.
4. Draft Strategic Plan of Vlora region realized.
5. New Auleda Organigrame, new statute, new management handbook.
6. 8 business plans prepared, 4 presented at the Credit Committee, 3 approve.
7. 3 new association created, 1 supported.
8. 2 producers forums beekeeping forum and MPO forum.
9. 3 workshops with producers in different field of activities.

- ***The Project: Local partnership for the rural development (LAG-OXFAM)***

Auleda in the contest of this project has developed the Local Partnership and foster the cooperation for rural development in Albania. To achieve this Auleda initiates the establishment of Local Action Groups (LAG) in the Region of Vlora in cooperation with Civil Society and Local Authorities, following EU model and based on the experiences with rural forum.

Under this project was created the LAG “Adrijon” expanding in the Municipality of Orikum, Commune of Novosele and Center.

The concrete investments in the rural area were the creation of a green and diverted surface for the children in Orikum, the cinema in Novosele and eco-tourist space and tourist information center in Center Commune.

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- ***The GEF/UNDP Project: “The cultivation of medicinal herbs an alternative way of development”***

Through the activities under this contract, Auleda has promoted the medicinal herbs cultivation as an alternative way for the biodiversity protection as well for the social economical development in the rural areas.

Under this project were created to experimental parcels with technical assistance from the specialist as well as from the EPCA – Medicinal Herbs Producers Association in Albania.

- ***The Minor project: Social integrated services for the minors in “Ibrahim Kushta” School in Vlora.***

The activities of this project were focused on the creation of the appropriate structures for the pupils of the school above all the sportive ones, offering the social integrated services for the minor with family economical and social problems as well as those with physical disabilities.

Benefiters from this project were 560 minors, pupils of the school as well as their families.

- ***The IPA CBC project Albania –Maqedonia: Cross border integrated alternative tourism (on going project)***

The aim of the project is to promote the alternative tourism resources in the Region of Korca and Vlora in Albania as well as different communes in Maqedonia through the offering of coordinated touristic packets. The activities are focused on professional education and training, internships, promotion and common development platform for the tourism development in two countries.

- ***Guaranty found***

Preparation of business plans.

According to the agreement signed in September 2010 with Credins Bank and UNOPS in the support of Local Economical Development Agency Auleda Vlore was in disposition for the credit support the fond of 21 331.002,78 leke. The credit system support businesses and individual that develop activity in Tourism, agro industry, fishing, handicraft as well as other economic activities.

Auleda helps SME-s that have not:

- Collateral
- Start up activities above all in the rural areas.
- Expanding the activity of the existed businesses and farms.

During this process Auleda have offered the technical assistance for developing the business plans, management of the activity, marketing research, training, signing contracts and collabotarion agreements, promotion of the products etc. According to the contract the fond for every loan various from 400.000 Leke – max 10.000.00 Leke for a period of max 7 years.

During the period of ARTGOLD Project have been presented 8 cases and approved 3 of them. For every case the Agency have visited the applicant in the field, prepared the business plans and presented to the Credit Committee for approve.

The creditor	Typology of the bussines	Sum of the colateral guarantee d from Auleda	Total credit sum	Dt of approve	Period of Credit	Colateral
1. Dritero Xhindi	Pigs farm with 5 employers	2,900,000	4,000,000	11.03.2011	60 months	Hipotec
2. Qemal Sulejmani	Green house with 2 permanent employers and 12 seasonal	400,000	500,000	10.03.2011	60 months	Car
3. Artan Balas	Wine manufacture 3 permanent employers and 5 sesonal	500,000	1,000,000	28.06.2011	48 months	Pengs
TOTALI		3.800.000	5.500.000			

The other cases: Vesaf Musai case (see the attachment) was presented at the Credit Committee but were not approve for the requested sum. Was requested to take the loan for a minor sum but was not accepted from him. Three other cases (see the report on Guaranty fond) were not presented on the Credit Committee because of the lack of the documents for collateral.