

Call for Expression of Interest for Non-Governmental Organizations to implement the Democracy Workshop Project in the Albanian Assembly

The Austrian Institute for the Danube Region and Central Europe (IDM) supported by ERSTE Foundation invites all interested non-governmental organisations (NGO) in Albania to apply for the implementation of the Democracy Workshops in the Albanian Assembly.

IDM supported by ERSTE Foundation together with the Albanian Assembly as the beneficiary, seeks to implement the Democracy Workshops in Albania with the goal of establishing them as one of the core civic education programmes of the Albanian Assembly.

The Democracy Workshop programme was originally established by the Austrian Parliament in 2007 to familiarise young people with the basics of democracy, parliamentary life and media competence in all its aspects. Based on the Austrian model, the programme will be implemented in Albania. It is designed as four-hour workshops through which primary and secondary school children, with the help of selected expert trainers, can learn how parliamentary democracy works through interactive activities and the creation of a media feature.

The goal of the Democracy Workshop programme is to promote an interest in democratic and political processes as well as to contribute to a better understanding of the principles of democracy and to gain knowledge about the role of the parliament in the democratic structure of a state, the parliamentary processes and the daily work of MPs. The workshops also strive to illustrate additional key elements for political participation: the willingness, the ability and the courage to express an opinion and media literacy.

The selected NGO will recruit trainers who will receive the necessary trainings to deliver the workshops. The technical equipment required to conduct the workshops will be provided. In addition, the Administration of the Albanian Assembly will provide administrative support and expertise in conducting the workshops. During the initial implementation phase the project will be realized by the Institute for the Danube Region and Central Europe. This initial implementation phase will be completed by the end of May 2023. Following the completion of this phase, the Administration of the Albanian Assembly intends to continue the programme.

Eligible organisations must meet all the following criteria:

- registered according to Albanian law and in full compliance with all Albanian legal requirements;
- proven experience in recruitment and team management;
- proven experience in project management;
- have team members proficient in the English language for work on a day to day basis;
- previous experience in civic education and/or work with school children will be an asset;
- previous experience with projects in the field of democratisation, governance and human rights will be an asset.

Eligible organisations must submit the following documentation:

- letter of interest;
- CV of the person(s) representing the NGO and the working group in charge of implementing the project;
- CV of the NGO and a short description of working field of respective NGO;
- written report on a good practice (up to two pages);
- copy of the NGO registration (“*Ekstrakti më i fundit nga Gjykata e Rrethit Gjyqësor Tiranë*”);
- certification from the tax authorities that the NGO has no debts with Albanian fiscal authorities (*Vërtetim nga organi tatimor që organizata nuk ka detyrime të pashlyera për sa i përket kontributeve për sigurimet shoqërore, sigurimet shëndetësore dhe tatimet*);
- certification from the tax authorities that the NGO is active (*Vërtetim nga organi tatimor mbi statusin aktiv të organizatës dhe kopje e dokumentit të regjistrimit në organin tatimor, NIPT*);
- copy of the most recent approved statute (*Kopje e statutit të organizatës që aplikon; varianti më i fundit*);
- yearly budget of the organization and official financial disclosures of the last two years (*Buxheti vjetor i organizatës, pasqyrat financiare të dy viteve të fundit me firmën dhe vulën e organizatës sipas formatit të deklaruar në organet tatimore*);
- copy of any other documentation (e.g., performance report, certificates, awards, publications) that addresses the qualification requirements as listed above.

NGOs may send their application documents as PDF-files, in English, via e-mail to the Institute for the Danube Region and Central Europe, Robin Gosejohann, r.gosejohann@idm.at by **30 September, 2022 (COB)**.

A certified translation of official documents is not necessary. Please note: any costs incurred for the application will not be covered.

The applications will be reviewed by a screening committee against the listed requirements. Organisations meeting these requirements will be contacted and notified of further steps.

Additional information about the Democracy Workshops is available at https://www.idm.at/en/democracy_workshops/.