

**ANNEX 1****Activities of development cooperation project “Development of Moldovan rural areas by using the LEADER/CLLD approach”**

<b>No of Activity</b>	<b>Time</b>	<b>Activity</b>	<b>Description</b>	<b>Expected result</b>	<b>Responsible partners</b>
1.	Sept 2018	Project kick-off seminar in Moldova	Seminar with participation of IDIS, Ungheni & SF LAG representatives	Project action plan is composed, distribution of activities agreed between partners	TAS, PLPK
2.	01.10.2018 - 31.01.2019	Preparation of first mini-grant calls in Ungheni & SF LAGs	Estonian experts will consult the preparatory activities in pilot LAGs- necessary documents will be composed to launch the grant calls (bearing in mind the need to support youth and women entrepreneurship) – support measures to design, evaluation criteria to set up, selection procedures to agree on etc. The consultation process of Estonian experts will be carried out in a way whereas Moldovan partner will distribute necessary information. For direct contact, budget foresees that 2 Estonian experts will attend the information seminars to be held Ungheni and SF LAGs prior the launch of the grant calls.	Necessary documents and procedures for grant-calls are prepared.	IDIS & TAS, PLPK
3.	01.12.2018 - 31.12.2018	Practical social-media training for LAGs	LAGs will be trained to effectively use the possibilities of social media to promote their activities during the project period and after that.	Social media training is effectively conducted for 20 participants (10 from each LAG), social media channels are being effectively used by LAGs.	IDIS

4.	01.11.2018 - 30.01.2019	Preparation of the staff exchange program for IDIS staff members, LAGs (4)	4 persons will be offered a possibility to work in four different EU LEADER-related organisations (LAG's, networks, association etc.) to collect experiences and expand network.	The hosting organisations, targets and exchange programs activities are proposed by ELARD/TAS and agreed by project partners.	TAS, ELARD
5.	02.01.2019 - 28.06.2019	Staff exchange program for IDIS staff members, LAGs	IDIS's capabilities to function as a main Moldovan LEADER-development and support institution is raised by the staff exchange program whereas the IDIS staff members have a possibility to visit/work with different EU LEADER-related organisations.	Staff exchange program is concluded, activity reports prepared both by the attendee of the program and the hosting tutor	TAS, IDIS
6.	02.01.2019 - 31.01.2019	First mini-grant calls to be launched in Ungheni & SV	Grant calls are launched, potential applicants will be informed about deadlines, criteria and other regulations. Necessary counselling and information activities will be carried out.	Grant calls are launched, information seminars arranged. It is planned that the budgetary arrangement of the grant calls would allow to support 7-10 project with approximate budget of 3000 EUR to keep comparability with similar UNDP interventions in Moldova.	IDIS & TAS
7.	01.02.2019 - 28.02.2019	First mini-grant calls to be carried out in Ungheni & SF	Project proposals are collected from applicants from both Ungheni & SF. Preparations are being made for technical check and evaluation of proposals.	Project proposals are going to be submitted by the applicants for the designated deadline.	IDIS & TAS
8.	01.03.2019 - 29.03.2019	Project evaluation and selection	Based on the documents and procedure prepared at the earlier stage of the project, technical check of the proposals	Protocols of technical check and project evaluation is prepared. The priority list of	IDIS & LAGs

			will be carried out, as well as the evaluation and project selection	proposals is approved by the LAGs, successful projects selected and approved. Applicants are informed by the results of the call.	
9.	01.04.2019 - 28.06.2019	Project implementation	Applicants of the successful projects will carry out the activities. Project applicants are not financed directly, foreseen activities are funded, services & equipment purchased by service provider.	Activities are carried out, services & equipment is purchased, necessary reporting carried out.	IDIS & LAGs
10.	03.06.2019 - 30.09.2019	Monitoring and evaluation of the first mini-grant call results	Based on the M&E plan carried out at the earlier stage of the project, the results of the first call are evaluated.	Projects are evaluated, monitoring report prepared.	IDIS, TAS & LAGs
11.	Latest by October 2019	Business-ideas market-place	Business-ideas market-place in Moldova (youth and women sections to be held), event will be participated by delegations of TAS & PLPK, co-operation meeting with Ungheni & SF LAGs will be held.	Event is carried out	IDIS, TAS, PLPK
12.	01.10.2019 - 31.12.2019	Review of the LDS & grant-call documents procedures	LDS's and grant-call regulations will be reviewed, necessary changes discussed and agreed	Review report of the LDSs' and grant-call regulations	IDIS, TAS, LAGs
13.	01.01.2020 - 30.06.2020	Second grant call in LAGs	Second call to be launched, information seminars & other events carried out, applications collected, selection procedures performed. Project activities carried out by applicants.	Grant-call is successfully carried out and reported	IDIS, LAGs
14.	June 2020	Project wrap-up seminar in Moldova	Project seminar in Moldova, wider communication of the project results, thematic panel discussions	Event is carried out	IDIS, TAS