

PROJECT PLAN for years 2009-2010

Please note the instructions for filling in this project plan form in the Application guide or the internet:
<http://global.finland/english/ngo/index.htm>

- new project
- continuation of on-going project, MFA project code _____, project initiation year _____
- project is based on earlier forms of co-operation, years 2003-2005/2006-2008
- the planning of project has been supported by MFA preparation trip allowance, year _____

Organisation:

1. Basic information on the Project

1.1 Name of organisation registered in Finland	Finnish Children and Youth Foundation
1.2 Name of Project in Finnish	Nuorten työllistymiskoulutus
1.3 Name of Project in English	Youth Employment
1.3 Name of Project in other relevant language	Empleo Joven (Spanish)
1.4 Location of Project (country, province, village/municipality)	Paraguay, Asunción Metropolitan Area, Pilar (Department of Ñeembucu)
1.5 Name of the local partner organisation	Fundación Comunitaria Centro de Información y Recursos para el Desarrollo (CIRD)
1.7 Contact details of local partner organisation	Nicolás Campos ncampos@cird.org.py 595-21-212-540 (extension 215)
1.8 Representatives of the co-operation Partner responsible for the Project and their contact information, if other than above	Agustín Carrizosa acarrizosa@cird.org.py 595-21-212-540 (extension 117)
1.9 Internet home pages of the co-operation Partner and/or the Project (if any)	www.cird.org.py
1.10 Planned initiation and termination dates (on a yearly level) of the Project	2009- 2010

Please answer the following question and fill in the budget summary (1.13) only after answering all other questions on the form.

1.11 Summary of the Project plan. Describe here briefly (max. 700 characters) the development problem that this project is addressing, its immediate objective and the practical means through which these objectives are to be reached:

The youth sector represents 27.2% (1,646, 954) of the total population (6,054,976) in Paraguay. This population volume, from 15 to 29 years of age, represents the highest in Latin America.

In Paraguay, about 90 thousand young people finish school every year and enter the labour market in search of jobs, but only 20% achieve their labour insertion. Meanwhile, the rest are underemployed or dedicate to any kind of economic activities to subsist.

This situation makes youth unemployment rates exceed 16%, and keep increasing annually.

The central problem we encountered concerns the lack of knowledge and skills of young people to enter the labour market, as a consequence of education systems that don't consider the real needs of demand, and that have failed in preparing young people with the skills needed to succeed in the labour market.

The Youth Employment Project is an initiative that seeks to "Achieve the employability of disadvantaged young people, unemployed or underemployed, by implementing a training model designed to meet the specific job demands".

To achieve this purpose, activities grouped into 4 components will be implemented:

1. Strategic alliances.
2. Comprehensive training.
3. Internships.
4. Job placement services.

1.12 If this Project is the continuation of an earlier project, please describe here the main results of the earlier stages of the Project.

The Youth Employment Project has gone through two stages, which have largely exceeded their objectives.

In the first stage of the project, the International Youth Foundation (IYF) and the Multilateral Investment Fund (MIF) of the Inter-American Development Bank joined efforts to help prepare the human resources demands of jobs created by the New Economy in Latin America and the Caribbean by creating a U\$ 20 million program named "Entra- 21" to co-finance projects of youth employment in information technologies (IT). In this stage of the project, 530 young people were trained in information technologies and 56% was inserted into the labour market. Its beneficiaries carried out their internships in more than 150 companies.

The second stage of the project was financed by the Avina Foundation, with the aim of supporting initiatives to promote leadership and the work of articulated networks in South America. In this second stage, 350 young people were trained, and 58% was inserted into the labour market. Agreements

were signed with more than 50 companies, and a resolution was dictated by the Ministry of Justice and Labour declaring the Youth Employment Project of institutional interest.

1.13 Budget Summary

year	2009	2010
Self-financing of the Organisation	15.000	15.000
Project support application	85.000	85.000
Total costs	100.000	100.000

1.14 Other funding of the Project (if any). If the Project receives other funding, please state here the amount and the source of the funding:

Amount	Source
54.875 €	Own funding of CIRD

2. Local Partner Organisation and nature of co-operation

2.1. Please describe the criteria used in choosing the co-operation Partner.

CIRD is working with issues related to youth, youth employment and strengthening of the civil society, which are areas that the FCYF considers important and wants to support. As part of the IYF Global Partner Network, CIRD has undergone a rigorous due diligence and can therefore be considered reliable and trustworthy. CIRD has successfully carried out youth employment education projects and programs, similar to the one we are now proposing. In Paraguay, CIRD cooperates with both the public and private sector and is a major player in building the Paraguayan civil society.

2.2 Has the Organisation previously worked with this Partner? If so, please describe the nature of this co-operation and when it took place?

No, FCYF has not cooperated with the proposed organization before, but has been informed of its work through the International Youth Foundation Global Network and has received good references of its work. In Paraguay, CIRD has been implementing large programs similar to those that FCYF is supporting in other Latin American countries.

2.3 Additional information on the co-operation Partner

The CIRD Foundation is a Community Development Foundation that was founded in 1988 to support civil society organizations (neighborhood committees, NGOs, civic associations, businesses, foundations, etc.), for them to become key actors in the country's development, promoting social responsibility and the ability to influence effectively in the public decision making processes.

Through the combination of these three elements: secure information, specialized human resources and an agile and reliable management capacity, CIRD has achieved an efficient level of participation in solving social and economic problems of the country, promoting changes and reforms through effective and timely actions.

CIRD has been recognized on the national stage for its ability in managing projects to support public institutions (like the Legislature, the Ministries of: Industry and Commerce, Public Health and Social Welfare, Education and Worship, several municipalities and local governments), mobilization of resources and transfer of accurate and timely information from various fields of national and international levels, towards those who actually use it, to achieve development and welfare in Paraguay. Throughout its existence, CIRD has concentrated efforts on actions aimed at promoting the participation of civil society in designing, implementing and evaluating public policies so as to promote a positive and sustained change in the country.

2.4 How will the co-operation Partner participate in the implementation of the Project (e.g. does it provide labour, economic resources, other assets)?

CIRD Foundation is responsible for the coordination, management and implementation of all stages and components of the project.

The Finnish Children and Youth Foundation will cooperate with the economic funding, monitoring and evaluation of the project.

2.5 Are there other parties involved in the co-operation (e.g. Finnish, local or international organisations or officials)? If so, please describe their role and involvement in the Project.

Another organization that's involved is the AVINA Foundation that also contributes with this initiative through its leaders' network and financially (social entrepreneurs).

3. Background and sustainability of the Project

3.1 How was the Project idea initiated? Is it e.g. a part of a larger Program?

The project is part of the Youth Development Program of the CIRD Foundation, aimed at promoting responsible and active participation of young Paraguayan in the country's development.

The Youth Employment Project is a response to the growing exclusion of youth to job opportunities and employment.

3.2 Describe briefly the environment in which the Project will be implemented.

The Youth Employment Project will be implemented in Asunción and in Asunción's Metropolitan Area (Paraguay's capital and surrounding cities), which are very populous, as well as in the department of Neembucú, city of Pilar, characterized by its youth population with few opportunities for training, and for its growth in the industrial area of clothing, which will allow the labour insertion of many young people in the short and medium term.

3.3 What is the general state of development in the field of the Project in the area? How does the local government function in this field and in these issues? How does the local government participate in the implementation of the Project - or limit it?

Although the problem of young unemployed or underemployed is a government priority, the response from this sector has been insufficient and discontinuous. However, there are several institutions that can contribute to the solution of youth unemployment (Ministry of Labour, Ministry of Education, Vice Ministry of Youth, and SNPP National System of Professional Promotion, SINAFOCAL, National Training System etc.). Therefore, an important component of this project is to influence the public sector so as to consolidate sustained public policies in this regard.

3.4 How has the Project been planned?

The Youth Employment project was planned taking into account the immediate needs of young people and seeking to prevent the problems of the youth of our country.

This initiative presents a model for practical work based on the capabilities of local actors to achieve the objectives of the job placement process.

In addition, it responds to the reality of youth, promoting a harmonious learning and insertion process of these young people into the labour market.

3.5 Describe the most essential problems of the beneficiaries that the Project is meant to address.

Of the young people: The lack of a) access to training opportunities, due to their few economic resources; b) contacts and opportunities to get jobs; and c) experience to get their first job.

Of the educative offer: Lack of proper training and education to join labour offer and demand, as well as the high training costs.

3.6 What are the risks that can compromise the outcome of the Project? How is the Project organisation planning to minimize these risks?

Faced with new challenges for policy changes, which can create a framework for initial indecisions by those involved in local politics, the project will put special emphasis on mechanisms that give visibility to the project, its processes and outcomes.

Considering that the relations between organizations and community associations, enterprises and the Foundation may become vulnerable, mechanisms of transparency and accountability will be proposed.

Adequate and timely information of the real scope of the project will be proposed in order for community actors and potential beneficiaries to have adequate information about the project, to avoid generating false expectations. Considering CIRD's experience in implementing this type of projects, we believe that all risks can be mitigated.

3.7 Will the Project create a new institution or procedure or is it going to support some existing structure?

It will support an operational (Youth Employment) and administrative unit of the CIRD Foundation, which is coordinating, and implementing employability projects.

3.8 How and when will the responsibility of the Project be transferred to the local government, local organisation or to the beneficiaries?

Our expectations are that at the end of this project (2 years) we can incorporate the model into for its implementation on the national scale. We expect the Program to become sustainable through public resources, and to be implemented through civil society organizations and the business sector. We also expect that the beneficiaries will have an important participation in the public decision making process of these policies and in monitoring its implementation.

4. Beneficiaries

4.1 Who are the direct beneficiaries of the Project? How many are they (approx.)?

The ultimate beneficiaries of the project are disadvantaged young people, from 18 to 29 years, which are unemployed or underemployed, come from low socio-economic strata, or have not completed high school, and do not qualify for secondary or tertiary education.

4.2. Who are the indirect beneficiaries of the Project?

Families and communities of these young people are indirect beneficiaries because they generate incomes for their families, and therefore improve their quality of life and favour the economic development of their communities.

In addition, companies who seek to benefit young people get the human resources needed to continue growing and expanding their productive, trade and economic potential.

If the project support applied for is less than 20.000 €, please answer the following question:

4.3 How do the beneficiaries themselves participate in the Project?

If the project support applied for is 20.000 € or more, please answer the following question:

4.4 Define the nature of participation in the Project by each group of beneficiaries.

Companies involved in the initiative participate in the identification of jobs, in the technical training, in the internships and in the job placement.

Young people, as partners and beneficiaries of the project, participate by training and inviting other young people, by assessing and proposing other ways of training, programs, companies, and by collaborating in the organization of the training courses.

5. Objective, plan of action, monitoring and information

Objectives

5.1 What is the long-term development objective of the Project?

The Youth Employment project intends to contribute to the development and sustainability of a model of job placement for the "employability" of disadvantaged young people that, parting from the identification of specific demands of employment, implements a comprehensive training program,

adequate to the specificities of the demand, by building strategic alliances between the educational, public, and private sectors and youth organizations.

5.2 What is the direct objective of the Project?
(Limited by the area of implementation and the group of beneficiaries)

To promote the employability of 700 disadvantaged young people, unemployed or underemployed, from Asuncion, Asuncion's Metropolitan Area and Pilar, through the implementation of a model designed to respond to the specific job demands.

If the project support applied for is 20.000 € or more, please answer the following question:
(those applying for a smaller amount of support may also answer if they wish)

5.3. What are the results targeted by this Project?

- 700 young people selected
- 90% of those selected complete technical and attitudinal training.
- 90% carry out internships
- 40% of job placement.

Implementation

5.4 Describe the activities by which the results and immediate objectives are to be accomplished. If possible, please also give a rough timetable (by year) of project implementation.

Efforts to develop the model of job placement are as follows:

A. Identification of labour demand: Through visits, market studies or surveys, identifying the actual needs for human resources in companies or industries of different regions of the country.

B. Alliances with local actors: Agreements are signed and alliances are made with local actors from targeted areas to ensure the sustainability of the project and the involvement of the entire community.

C. Definition of profiles: Along with the companies that demand specialized human resources the profiles for the "required employees" are defined.

D. Design of the Comprehensive Training program for the young people: assuring the incorporation of various components: levelling in math and language, personal development and business skills.

E. Dissemination Process: Using all available media to ensure a high number of candidates to allow a good selection and orientation.

F. Orientation process: Young people go through a process of guidance to identify their characteristics, skills and attitudes to align as closely as possible the interest and ability of these young people to the profile required by companies.

G. Evaluation and follow-up: aims to ensure the quality and results of the program.

H. Job placement service: It is a process to support employability, including those who were not employed during their internships.

If the project support applied for is less than 20.000 €, please answer the following question:

5.5 What has been agreed with the Partner about the separation of responsibilities in the implementation of the Project?

If the project support applied for is 20.000 € or more, please answer the following question:

5.6 Describe the implementation and monitoring organisation of the Project and the responsibility of each party therein.

- ***Functions of the CIRD Foundation in the project***

Organization and administration of the Project

- project's design
- administration of financial resources
- coordination and monitoring of the project's implementation
- evaluation of the implementation of the Sub-contracts
- project's monitoring and evaluation
- preparation of financial and programmatic reports

Alliances Component

- Promotion of intersectoral cooperation to ensure the quality and sustainability of ongoing projects.
- To ensure the responsibility of different sectors in order to control costs and ensure transparency in resource management.
- Promotion of the articulation of the public and private sectors, to incorporate their views on curriculum design, provide internships and insert graduates.
- Provision of information to projects, to ensure the availability of updated data on demands on profiles and demanded jobs.

Training component

- Definition of the job profile
- Design of the four training components
- Levelling
- Technical Training
- entrepreneurial skills
- Personal Development
- Labour insertion program adequacy
- Program's dissemination in selected geographical areas
- Formation of a Selection Committee
- Identification and selection of young people according to the required profiles.

Labour insertion component

- Creation and organization of a database of companies
- Creation and organization of a database of beneficiaries

- Tutorship for the employability of young people in companies
- Network Contacts: database of contacts made up of youth organizations, associations, and unions etc. that handle information on possible jobs sources.
- Newsletter for companies: transfers information on human resources development, training services, etc...

Evaluation component

- Evaluates: compliance of agreements, training quality, compliance and quality of internships, implementation of labour insertion strategies, etc.

Activities	Year	Semester
A. Identification of labour demand	1	first
B. alliances with local actors	1	first and second
C. Definition of profiles	1	first and second
D. Design of the training program	1	first and second
E. dissemination process	1	second
F. orientation process	1	second
G. Implementation of the programs.	1/2	second and following
H. Monitoring and follow up	2	first and second
I. Job services	2	first and second

Obs.: this schedule is tentative, depending on the concentration of activities that occur with greater emphasis on certain times; however, each activity continues to develop throughout the duration of the project.

Monitoring

5.7 How do the responsible persons of the Finnish organisation follow the implementation of the Project and the use of financial resources? How do they participate in its implementation?

The FCYF's Development Manager will review both technical and financial reports produced by CIRD on quarterly basis. FCYF will make financial disbursements upon approval of these reports. FCYF will conduct follow up monitoring and assessment of project activities both at distance and on site by conducting a field monitoring visit once a year.

5.8 How do the local co-operation Partners follow the implementation of the Project and the use of financial resources?

This component contemplates the monitoring and evaluation of the entire training and employability process through indicators and the work plan's implementation. It seeks to identify the weaknesses and difficulties in order to produce appropriate corrections as soon as possible.

We track the courses to assess their quality; young people, to listen to their processes and meet their needs; and businesses, to identify the young people's satisfaction level.

To follow the young people, visits and calls are made periodically.

The monitoring is done once a month with each young man or woman and with each of the different companies that form part of the program.

The CIRD Foundation, as the project's operating unit, will implement actions in relation to the organization, administration, coordination, implementation, monitoring, evaluation, and financial reporting and programming.

The Finnish Children and Youth Foundation will carry out annual monitoring visits to Paraguay and the project site.

5.9 What kind of numerical or other data will be collected on the advancement of the Project?

The quarterly progress reports will consist of: a descriptive part of the process and of a quantitative part, according to the results in the following items:

- Number of Alliances achieved, which will be verified with the copies of the cooperation agreements signed.
- Percentage of young people selected, trained, that carried out internships and that have achieved their labour insertion, which will be verified with the lists of participants in training courses and internships, with copies of training programmes, and with job vacancies and tutor reports.

5.10 Where and how will the accounting and audit of the Project be arranged?

All projects implemented by CIRD are introduced to the Institutional Accounting System. CIRD has an Internal Audit System that carries out periodic reviews of the Administrative / Finance and Accounting system. Annual Institutional Balance is audited by independent external auditors. Additionally, if requested by the Donor.

5.11 Will the organisation evaluate the Project during its implementation or afterwards? If the answer is yes, please describe how it will be carried out.

The CIRD Foundation monitors and evaluates the project during its implementation, taking into account its components and objectives.

The monitoring is done through the indicators and the implementation schedule. Strategies and actions will keep adjusting as needed to meet the proposed objectives.

Information

5.12 Describe how the organisation will inform about the Project. Give details on the goals, target groups, information material and information channels.

In Paraguay, young people will be informed about the project through networks of youth organizations, and through mass media like television and radio.

Furthermore, CIRD has a monthly newspaper with a distribution of 1200 copies to political leaders, businessmen, civil society organizations and leaders, etc., which constantly disseminate the project and its advances, and a monthly newsletter with information on civil society projects with a distribution of 3000 e-mails, both nationally and internationally.

In Finland, FCYF will inform its stakeholders (public entities, private companies, private donors, etc.) and the Finnish in general about the project, about its execution, its outcomes and significance to the sustainable development efforts in Paraguay through the following media:

- Internet: FCYF's homepage (www.slms.org), e-Newsletters, linked homepages of FCYF's national and international partners.
- Printed media (magazines, newsletters, brochures, etc., published by the FCYF and its allies);
- Seminars, conferences, and workshops (either organized or attended by FCYF)

6. Free-form description of the Project and its operation (optional: if the other questions in this form are not suitable or sufficient to describe the Project, please use this space to give additional information)

The project has been characterized by the gradual incorporation of new actors and sectors (including the public sector), who are seizing the model as a valid strategy for employability.

CIRD has played an important role in articulating these various actors and resources towards a process of "scaling up" of the Project, which has generated the interest and support of these sectors. Currently, CIRD is aiming to develop, coordinately with the corporate sector (UIP- Paraguayan Industrial Union, ADEC- Catholic Businessmen Association, etc.), the public sector (SNPP- National System of Professional Promotion, SINAFOCAL- National Training System, etc.), a Network of Youth Organizations, and the education sector, a large-scale program (for approximately 2000 young people) to foster public policies regarding youth employment. The current project will help to achieve this level of development and sustainability.

The detailed budget will be submitted in week 23.

Budget	Year	Year	Year	Total
1. Personnel costs (Appendix 1)				
Salaries and related costs of Finnish personnel				
Travel and accommodation of Finnish personnel				
Salaries and related costs of local personnel				
Other personnel costs				
Value of Finnish voluntary work				
Personnel costs, subtotal				
2. Activity costs (e.g. training) (Appendix 2)				
Fees of hired experts				
Other costs				
Activity costs, subtotal				
3. Materials, procurements and investments (Appendix 3)				
Procurement of materials and appliances				
Construction				
Other procurements				
Value of donated goods				
Materials, procurements and investments, subtotal				
4. Operation and maintenance (Appendix 4)				
Operation costs				
Maintenance costs				
Operation and maintenance, subtotal				
5. Monitoring, evaluation and information (Appendix 5)				
Personnel costs and external services				
Travel and accommodation				
Other costs				
Information costs in Finland (max. 5 % of total project costs)				
Monitoring, evaluation and information, subtotal				
Total implementation costs				
6. Administrative costs (Appendix 6)				
Salaries and related costs of administrative personnel				
Office costs				
Statutory audit costs of the Finnish organisation				
Fund-raising (excluding information costs)				
Value of Finnish voluntary work in administration				
Total administrative costs				
Total project costs				

Administrative costs as a % of total costs (max. 10%)

Financing plan	Year	Year	Year	Total
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1. Self-financing (Appendix 7)

Cash contributions

Voluntary work and material donations

Total self-financing

Self-financing as a % of total project costs (min. 15%)

2. Project support from the Ministry for Foreign Affairs

Earlier allocation of project support

New/additional application

Total financing

8. Development objectives and cross-cutting themes of the Project

8.1. What is/are the development objective(s) of the Project? Mark one main objective and max. 3 other significant objectives:		
Main objective	Other objective	
	X	Abolishing extreme poverty and famine
		Extending elementary education to all
		Improvement of gender equality and the situation of women
		Diminishing infant mortality
		Improving the health of pregnant women
		Work against HIV/Aids
		Work against malaria and other significant illnesses
		Sustainable development of the environment
		Access to clean water
		Improving living conditions in the slums
X		Improving the working conditions of the private sector and increasing economic interaction
	X	Advancing democracy, human rights and good governance
		Advancing the state of peace and security
		Developing a just and regulated international trade and financial system
		Solving the debt problem of developing countries using national and international means
	x	Bringing the benefits of using new technology and especially information technology to developing countries in co-operation with the private sector
		None of the above. Other, explain.

If the project support applied for is 20.000 € or more, please answer the following question:

8.2 How does the Project plan take into account the Poverty Reduction Strategy Paper (PRSP) or other equivalent national plans of the developing country concerned? If it has not been taken into account, please justify:

The Government of Paraguay approved the National Poverty Reduction Strategy (ENLP) for the country at the end of 2006. Before this, it had established intermediate goals in order to reach the Millennium Development Goals. These intermediate goals establish objectives that must be achieved by 2008 to ensure that Paraguay will be on track to achieve the MDGs. They serve as a baseline for evaluating progress achieved with respect to the National Poverty Reduction Strategy. According to the World Bank, Paraguay is now in a position to achieve the objectives relating to *education* and *gender equity in education*. It is estimated that around 1 million people in Paraguay are living in extreme poverty and 21.8 % of the population live below the poverty line. (Source: UN Statistics Division)

The cooperation project between the Finnish Children and Youth Foundation and CIRD of Paraguay will contribute mainly to the Goal number 8 of the MDGs: Develop a global partnership for development and within this goal, particularly to the achievement of the Target 16: *Develop decent and productive work for youth*. Presently the youth unemployment rate, ages 15-24, is 13,8 % in Paraguay. The project will also contribute to the Target 18 of the same MDG: *In cooperation with the private sector, make available the benefits of new technologies, especially information and communications technologies*. One of the progress indicators for this target is *Personal computers in use per 100 population and Internet users per 100 population (ITU)* and in Paraguay the rate is presently 4,1.

8.3. Cross-cutting themes of development policy

The development policy program of the Finnish government contains a number of cross-cutting themes that are to be taken into account in all development activities.

Instructions: In the column "impact" please mark a sign as advised below according to the impact this Project is estimated to have. Justify with one sentence the most important positive and negative impacts of the Project.

Options:

	++	significant positive impact
	+	positive impact
	0	no impact
	-	negative impact

Themes	Impact	Justification/Additional information
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Impact on the Environment

Access to clean water and sanitation	0	
Environmental distress (soil, water, atmosphere, waste)	0	

Protection of biodiversity	0	
Sustainable use of natural resources (incl. Energy, consumption, erosion)	0	
Reducing gender inequality		
Division of work between men and women	+	
Women's access to income and their right to possess	++	
Women's participation in decision making	++	
Sexual health and reproductive rights	++	
Reducing violence	++	
Equal opportunities to education	++	
Supporting the most vulnerable groups (the disabled, ethnic or religious minorities, aboriginals, children)		
The most vulnerable groups as members of the community (the attitudes towards the most vulnerable)	++	
Empowerment of the most vulnerable groups	++	
Equal rights of the most vulnerable groups	++	
Good governance and enhancing democracy		
Reducing corruption	+	
Strengthening the local skills on good governance	+	
Transparency of financial management and information (among implementors)	0	
Improving information exchange in the civil society	+	
Improving involvement in the civil society	++	

9. Signatures

Place and date

Place and date

Signature

Signature

Name in capitals

Name in capitals

Position

Position

Appendices

- Any applicable agreements, requests for assistance, authorisations, etc.
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-
-