

# ELBA 2

A NEW JOINT EXPERIENCE  
FOR THE DEVELOPMENT OF  
SOCIAL ECONOMY  
IN SOUTH EAST EUROPE

# Who is involved

## 8 Caritas from South East Europe

Albania

Greece

Bosnia and Herzegovina

Macedonia

Bulgaria

Montenegro

Kosovo

Serbia

## 4 Western Caritas

Italy

Spain

France

U.S.A.

# How the draft has been produced

- Joint experience in **Elba 1**
- Feedbacks and ideas collected from all the SEE and Western Caritas involved, in a **participatory approach**:
  - Questionnaire circulated in May 2016
  - Workshops organized in Pristina in June 2016
  - First draft sent for comments in September 2016
- Drafting process coordinated by Caritas Italiana
- Finalizing the proposal: Sofia, December 2016

# ELBA 2

OBJECTIVES AND ACTIVITIES

# Objectives

1. To increase the **knowledge and know-how about Social Economy** in South East Europe
2. To develop the **Social Enterprises** in South East Europe
3. To develop a proper ecosystem for Social Economy by **animating the communities** in South East Europe
4. To **lobby** toward the local institutions for the approval of adequate laws on Social Economy

# Activities related to Objective 1

**1.a)** Educational Program for Local Coordinators

**1.b)** Educational Program for Social Entrepreneurs

**1.c)** Educational Program for Local Churches

# Activities related to Objective 2

- 2.a)** Accompaniment and monitoring of the existing Social Enterprises
- 2.b)** Technical support and counseling to existing Social Enterprises
- 2.c)** Economical support for Social Enterprises (grants)

# Activities related to Objectives 3 and 4

**3.a)** Regional animation and awareness raising

**3.b)** National animation, lobby and awareness raising



# Other activities

**4) Communication**

**5) Monitoring and Evaluation of the project**

OBJECTIVE	RELATED ACTIVITIES
<b>1.</b> To increase the knowledge and know-how about Social Economy in SEE	<b>1.a)</b> Educational Program for LCs <b>1.b)</b> Educational Program for Entrepreneurs <b>1.c)</b> Educational Program for Local Churches
<b>2.</b> To develop the Social Enterprises in SEE	<b>2.a)</b> Accompaniment and Monitoring to Enterprises <b>2.b)</b> Technical support and counseling <b>2.c)</b> Economical support (Grants)
<b>3.</b> To develop a proper ecosystem for Social Economy  <b>4.</b> To lobby the local institutions	<b>3.a)</b> Regional activities for animation and awareness <b>3.b)</b> National activities for animation, lobby and awareness <b>4)</b> Communication <b>5)</b> Monitoring and Evaluation of the project

# ELBA 2

ORGANIZATIONAL STRUCTURE

# Organizational structure

- Elba 2 will be managed differently from Elba 1: **joint management** instead of C.Italiana's management
- Staff involved: Local Coordinators, Regional Coordinators, Experts, Financial Manager
- Key role in the management of Elba 2: **Steering Group**

# Steering Group (I) - composition

- Steering Group is the **brain** and the **heart** of Elba 2
- It is composed by:
  - 8 Local Coordinators (8 National SEE Caritas)
  - 1 Financial Manager (C.BiH)
  - 2 Regional Coordinators (C.Italiana)
  - 1 Social Economy Expert (C.Italiana)
  - 1 Representative for each Western Caritas involved
- Caritas Italiana will chair and coordinate the Steering Group meetings + provide the Secretarial role (invitation, agenda, minutes)

# Steering Group (II) - tasks

- Identification of **priorities and methodologies**
- **Overall coordination** of Elba 2 implementation
- **Strategical decisions** on Regional activities
- Decisions about **budget issues**
- **Monitoring** of project implementation (at Regional and National level)
- **Evaluation** of project impact
- **Reporting** to donors

# Steering Group (III) - functioning

- Meeting at least **twice per year** (suggestion: during the implementation of project activities)
- Regional Coordinators prepare the documentation for the Regional monitoring
- Local Coordinators prepare the documentation for the National monitoring
- Financial manager prepares the documentation for financial monitoring
- Possibility to create Working Groups in some issues, if needed

# Local Coordinators

- 1 per country, appointed by the National Caritas
- LCs are the **promoters of Social Economy** for the Church and Caritas in their own countries
- Tasks:
  - Active participation to Steering Group meetings
  - Implementation and Coordination of activities at National level
  - Management of National budget + Financial reporting to Financial manager
  - Reporting and Visibility of National activities
  - Creation of synergies with similar projects in the country



# Regional Coordinators

- Appointed by Caritas Italiana
- RCs are responsible for the implementation of regional activities, following the priorities given by the Steering Group
- Tasks:
  - Preparing, Chairing, Reporting the Steering Group meetings
  - Facilitating the flow of information, the exchange of documents
  - Reporting and Visibility of regional activities

# Expert in Social Economy

- Appointed by Caritas Italiana
- Responsible for the **expertise** in the project at regional level
  - Identification of topics and trainers of regional events
  - Technical support to LCs and Steering Group
  - Involvement of Experts from other countries
- Creation of connections with European experiences
- Member of C.Europa Task Force on Social Innovation

# Financial Manager

- Appointed by Caritas Bosnia and Herzegovina
- Located in the administrative and financial “center” of the project (Caritas BiH – in Sarajevo)
- Tasks:
  - Organization of financial and administrative procedures
  - Support to LCs for financial and admin issues
  - Contact person for donors for financial and admin procedures and reports
  - Preparation of Financial reports for Steering Group
  - Money transfers to National Caritas

**STEERING GROUP**  
**Overall coordination and monitor of Elba 2**

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graph TD; SG[STEERING GROUP  
Overall coordination and monitor of Elba 2] --> RL[REGIONAL LEVEL  
Regional coordinators  
Financial manager]; SG --> NL[NATIONAL LEVEL  
Local coordinators];
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**REGIONAL  
LEVEL**

**Regional  
coordinators**

**Financial  
manager**

**NATIONAL  
LEVEL**

**Local  
coordinators**