

ARMENIAN YOUNG LAWYERS ASSOCIATION

# DEVELOPMENT PLAN PERFORMANCE 2012

APRIL 2013

## 1. FINANCIAL SUSTAINABILITY

CURRENT ISSUES		ACTIVITY	PERSON(S) RESPONSIBLE	TERMS	
ISSUE 1.1	Lack of grant projects as sources of financing	1.1.1 Organization of trainings on grant writing skills for AYLA Board members, heads of offices and members /see 2.1.1/	- AYLA President <b>Karen Zadoyan</b> - AYLA Board member <b>Robert Grigoryan</b> - AYLA Fundraiser <b>Edward Manukyan</b>	By 30.12.2012 /see 2.1.1/	
		<i>Performance – In the process of implementation</i>			
		1.1.2 Dissemination of calls for grants among the AACs and Regional Offices	- AYLA Fundraiser <b>Edward Manukyan</b> - AYLA Assistant to President <b>Nvard Loryan</b>	By 30.12.2012 Summarizing once in three months	
		<i>Performance – These activities are in the center of attention of the fundraising team and are regularly updated.</i>			
		1.1.3 Submission of at least five new grant project proposals	- AYLA Fundraiser <b>Edward Manukyan</b> - AYLA Assistant to President <b>Nvard Loryan</b>	By 30.12.2012	

		<p><b>Performance</b> – In the past year the organization had four grant projects</p> <ol style="list-style-type: none"> <li>1. “Development of the National Network of AACs” Project, renamed to “Armenia Against Corruption”, USAID</li> <li>2. “Legal Representation of Asylum Seekers” Project. UN</li> <li>3. Trainings on the European Convention on Human Rights in Yerevan and Gyumri. German Foundation for International Legal Cooperation</li> <li>4. “Development of Commercial Arbitration in Armenia”. German Foundation for International Legal Cooperation</li> <li>5. Monitoring of Civil Status Acts Registration Agency Offices. OSCE Yerevan Office.</li> </ol>		
		<p><b>1.1.4</b> Implementation of projects with the involvement of volunteers Engagement of volunteers in the project writing process</p>	<ul style="list-style-type: none"> <li>- AYLA Executive Director <b>Artak Saribekyan</b></li> <li>- AYLA Heads of Committees</li> </ul>	<p>During 2012</p>
		<p><b>Performance</b> - The Organization`s Volunteers were regularly involved in the Organization`s projects and events</p>		
<u>ISSUE 1.2</u>	Not effective management of the Organization`s Financial means	<p><b>1.2.1</b> Effective management of financial means</p>	<ul style="list-style-type: none"> <li>- AYLA President <b>Karen Zadoyan</b></li> <li>- AYLA Executive Director <b>Artak Saribekyan</b></li> <li>- AYLA Accountant <b>Alvard Hovhannisyan</b></li> </ul>	<p>During 2012</p>
		<p><b>Performance</b> -</p>		

<b>ISSUE 1.3</b>	<b>Lack of cooperation with local entities and Diaspora /particularly establishment of cooperation and ties with business sector representatives and individuals in the diaspora/</b>	<b>1.3.1.</b> Establishment of ties with the diaspora (particularly ministries, embassies, working groups, individuals)	<ul style="list-style-type: none"> <li>- AYLA President <b>Karen Zadoyan</b></li> <li>- AYLA Fundraiser <b>Edward Manukyan</b></li> <li>- AYLA Assistant to President <b>Nvard Loryan</b></li> <li>- Heads of Regional Offices and AACs</li> </ul>	During 2012
		<i>Performance -</i>		
		<b>1.3.2</b> Consolidation of the “Depi Hayk” volunteers and their engagement in the fundraising process	<ul style="list-style-type: none"> <li>- AYLA Fundraiser <b>Edward Manukyan</b></li> <li>- AYLA Assistant to President <b>Nvard Loryan</b></li> </ul>	During 2012
		<i>Performance – In the past year 4 volunteers of “Depi Hayk” Project passed their volunteering at AYLA, and they were involved in the fundraising process.</i>		
		<b>1.3.3</b> Establishment and extension of ties in the business spheres of Armenia	<ul style="list-style-type: none"> <li>- AYLA President <b>Karen Zadoyan</b></li> <li>- AYLA Fundraiser <b>Edward Manukyan</b></li> </ul>	During 2012
		<i>Performance -This activity is in the center of attention of the Fundraising team, and respective actions are undertaken for its implementation</i>		

## 2. PROGRAMS AND SERVICES

CURRENT ISSUES		ACTIVITY	PERSON(S) RESPONSIBLE	TERMS
<u>ISSUE 2.1</u>	Lack of trainings on project writing skills development /see 1.1.1/	2.1.1 Organization of trainings on grant writing skills for AYLA Board members, heads of offices and members	- AYLA President <b>Karen Zadoyan</b> - AYLA Board member <b>Robert Grigoryan</b> - AYLA Fundraiser <b>Edward Manukyan</b>	By September 2012
		<i>Performance - In the process of implementation</i>		
<u>ISSUE 2.2</u>	Lack of project variety	2.2.1 Submission of new project proposals, particularly for AYLA volunteers /see 1.1.4/	- AYLA Fundraiser <b>Edward Manukyan</b> - AYLA Heads of Committees - AACs	Regularly during 2012
		<i>Performance - The Organization 's volunteers were regularly involved in the Organization 's projects and events</i>		
		2.2.2 Regular monitoring activities, identification of target spheres	- AYLA Committee on Good Governance, Anti-Corruption and Monitoring - AACs	Regularly during 2012
		<i>Performance - In the past year monitoring activities were held at the Civil Status Acts Registration Agency Offices in Yerevan and some regions</i>		
<u>ISSUE 2.3</u>	Lack of exchange of experience	2.3.1 Introduction of short-term programs of experience exchange for the staff, members and volunteers at AACs and Regional Offices	- AYLA President <b>Karen Zadoyan</b> - AYLA Human Resources Manager <b>Karen Qocharyan</b>	Regularly during 2012
		<i>Performance - In the past year employees of the AYLA Central Office regularly undertook working visits to Anti-Corruption Centers and regional Offices for exchange of experience</i>		

		<p><b>2.3.2</b> Frequent organization of outgoing exchange projects (on the study of international experience) for the staff, members and volunteers at AACs and Regional Offices</p>	<ul style="list-style-type: none"> <li>- AYLA President <b>Karen Zadoyan</b></li> <li>- AYLA Human Resources Manager <b>Karen Qocharyan</b></li> </ul>	<p>Regularly during 2012</p>
<p><i><b>Performance - In the past year employees of the AYLA Central Office regularly undertook working visits to Anti-Corruption Centers and regional Offices for exchange of experience</b></i></p>				

### ***3. HUMAN RESOURCES***

CURRENT ISSUES		ACTIVITY	PERSON(S) RESPONSIBLE	TERMS	
<b>ISSUE 3.1</b>	<b>Lack/increase/ of trainings for the staff</b>	<b>3.1.1</b> Training on Time Management	- AYLA Human Resources Manger, AYLA Head of the Committee on Legal Education and Information <b>Karen Qocharyan</b>	During 2012 (at the quarterly convention)	
		<i>Performance - In the process of implementation. Will be implemented in 2013</i>			
		<b>3.1.2</b> Training on Conflict Management	- AYLA Human Resources Manger, AYLA Head of the Committee on Legal Education and Information <b>Karen Qocharyan</b> - Project Reforms Expert <b>Sona Harutyunyan</b>	During 2012 (at the quarterly convention)	
		<i>Performance - In the process of implementation. Will be implemented in 2013</i>			
		<b>3.1.3</b> Trainings on computer skills development	- AYLA Human Resources Manger, AYLA Head of the Committee on Legal Education and Information <b>Karen Qocharyan</b>	During 2012 (at the quarterly convention)	
		<i>Performance - In the process of implementation. Will be implemented in 2013</i>			
		<b>3.1.4</b> Training on writing and electronic communication skills	- AYLA Human Resources Manger <b>Karen Qocharyan</b>	During 2012 (at the quarterly convention)	
<i>Performance - In the process of implementation. Will be implemented in 2013</i>					

<u>ISSUE 3.2</u>	Lack of initiative and working activity of AACs /regional AACs and regional offices/	<b>3.2.1</b> Organization of one-day meetings with the AAC lawyers in the urban and rural communities of regions, based on preliminary announcement and arrangements	- Heads of regional offices and AACs	By 30.12.2011 (regularly)
		<i>Performance - In the past year public awareness events were regularly implemented with the participation of Coordinators and lawyers of Centers in the regions, and during those events the citizens were provided consultations.</i>		
		<b>3.2.2</b> Organization of Debates for the regional volunteers	- Heads of regional offices and AACs, - AYLA Human Resources Manager <b>Karen Qocharyan</b> , - Coordinator/ legal consultant of Aragatsotn AAC <b>Sargis Aghasyan</b>	
		<i>Performance - In the past year meetings/discussions were held in the offices/Centers by the Coordinators of the Regional Centers, with the participation of the Organization 's volunteers, members, beneficiaries and interested people.</i>		