

ARMENIAN YOUNG LAWYERS ASSOCIATION

DEVELOPMENT PLAN PERFORMANCE 2013

JUNE 2014

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 (optional). | - AYLA President Karen Zadoyan - AYLA Board member Robert Grigoryan - AYLA Fundraiser Edward Manukyan | By 31.07.2013 | |
| | | <i>Performance - Implemented</i> | | | |
| | | 1.1.2 Utilization of the potential of volunteers (e.g. volunteers of “Depi Hayk” Project) in the fundraising process | - AYLA Fundraiser Edward Manukyan Heads of AYLA Regional Offices and Centers, volunteers | By 30.12.2013 | |
| | | <i>Performance - Implemented</i> | | | |
| | | 1.1.3 Preparation and submission of new grant applications | - AYLA Fundraiser Edward Manukyan - Heads of AYLA Regional Offices and Centers, members and volunteers | By 30.12.2013 | |

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| | <p>Performance – In the past year the organization had four grant projects:</p> <ol style="list-style-type: none"> 1. “Armenia against Corruption”, USAID 2. “Legal Representation of Asylum Seekers” UN 3. “Ensuring Public Oversight and Transparency”, OSCE Yerevan Office 4. First Summer School on European Law. German Foundation for International Legal Cooperation | | |
| | <p>1.1.4 Raising of membership fee collection indicators</p> | <p>- AYLA members</p> | <p>During 2013</p> |
| | <p>Performance - <i>Very few members of the Organization pay their membership fees</i></p> | | |

2. PROGRAMS AND SERVICES

| CURRENT ISSUES | | ACTIVITY | PERSON(S) RESPONSIBLE | TERMS |
|-------------------|--|---|--|-----------------------|
| <u>ISSUE 2.1</u> | Passive PR in publicizing AYLA activities | 2.1.1 Shooting of a film about AYLA | - AYLA President Karen Zadoyan - Journalists and Operators of Iravaban.net | 01.05.2013-01.10.2013 |
| | | <i>Performance - In the process of implementation. Materials are being prepared and collected. At this point, the events implemented by AYLA have been presented in the form of short films through Iravaban.net website, and they have gained great interest and registered high number of views.</i> | | |
| | | 2.1.2 Publicizing and right presentation of past projects of AYLA and their results | - Managers of AYLA Projects, - Coordinators of Regional Offices and Centers, - Iravaban.net | Regularly during 2013 |
| | | <i>Performance - Through AYLA websites - ayla.am, aac.am, iravaban.net, events implemented by AYLA have been regularly publicized, and most of those have been presented in the form of short films.</i> | | |
| | | 2.1.3 Official presentation of three websites of AYLA - ayla.am, shpak.am, iravaban.net | - AYLA President Karen Zadoyan - AYLA Responsible Secretary Narine Karapetyan | By 01.07.2013 |
| | | <i>Performance - Currently two of AYLA `s websites – ayla.am and aac.am, are in the development stage. After the completion of works, it is envisaged to organize such an event. The official presentation of the EU Project sector of Iravaban.net was held at the Official Opening Ceremony of the EU-financed “Multi-Faceted Anti-Corruption Promotion” Project by AYLA.</i> | | |
| <u>ISSUE 2. 2</u> | Lack of new ideas, new projects and services | 2.2.1 Organization of trainings on grant writing skills for AYLA Board members, heads of offices and members (optional). | - AYLA President Karen Zadoyan , - AYLA Board Members | Regularly during 2013 |
| | | <i>Performance – Although such trainings were organized for some of the AYLA Board members and staff, this activity is considered to be in the process of implementation.</i> | | |
| | | 2.2.2 Study of international and local experience, | - AYLA President Karen Zadoyan , | Regularly during 2013 |

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| | | exchange of experience | - AYLA Board Members | |
| | | <i>Performance</i> – In the process of implementation | | |
| | | 2.2.3 Submission of new projects, ensuring variety of donors | - AYLA President Karen Zadoyan - AYLA Fundraiser Edward Manukyan, - Responsible persons of Regional Offices | Regularly during 2013 |
| | | <i>Performance</i> – In the process of implementation | | |
| | | 2.2.4 Utilization of the potential of volunteers (e.g. volunteers of “Depi Hayk” Project) in the fundraising process, allocation of a special position (LSD Coordinator) | - AYLA Fundraiser Edward Manukyan, - LSD Coordinator, - Heads of AYLA Regional Offices - Volunteers | Regularly during 2013 |
| | | <i>Performance - Implemented</i> | | |
| ISSUE 2.3 | Lack of knowledge of foreign languages | 2.3.1 Teaching of English language | - Head of the Committee on Legal Education and Information Karen Qocharyan | Regularly during 2013 |
| | | <i>Performance - In the past year one employee of the AYLA Central Office took English classes at the American University in Armenia.</i> | | |

3. HUMAN RESOURCES

| CURRENT ISSUES | | ACTIVITY | PERSON(S) RESPONSIBLE | TERMS | |
|--|---|--|---|------------|--|
| <u>ISSUE 3.1</u> | Lack of trainings and seminars for AYLA Staff | 3.1.1 Teaching of English language and computer skills | - AYLA President Karen Zadoyan - Head of the Committee on Legal Education and Information, Human Resources Manager Karen Qocharyan - Expert of internal monitoring and evaluation Arpine Yeghikyan | 31.12.2013 | |
| | | <i>Performance - In the process of implementation</i> | | | |
| | | 3.1.2 Training on Time Management | - AYLA President Karen Zadoyan - Head of the Committee on Legal Education and Information Karen Qocharyan | 31.12.2013 | |
| | | <i>Performance - In the process of implementation</i> | | | |
| | | 3.1.3 Training on communication skills with beneficiaries | - AYLA President Karen Zadoyan - Head of the Committee on Legal Education and Information Karen Qocharyan - Coordinators of Anti-Corruption Centers - Advocates | 31.12.2013 | |
| | | <i>Performance - In the process of implementation</i> | | | |
| 3.1.4 Training on self-defense and security rules | - AYLA President Karen Zadoyan - Head of the Committee on Legal Education and | 30.12.2013 | | | |

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| | | | Information Karen Qocharyan - AYLA Board Member Marat Atovmyan - Head of AYLA Leisure Club Sona Harutyunyan | |
| | | <i>Performance - In the process of implementation</i> | | |
| | | 3.1.5 Regular organization of professional trainings | - AYLA President Karen Zadoyan - Head of the Committee on Legal Education and Information Karen Qocharyan - Expert of internal monitoring and evaluation Arpine Yeghikyan - Coordinators of Anti-Corruption Centers - Advocates | By 31.12.2013 |
| | | <i>Performance – Some of the Organization`s Board members and staff members passed regular professional trainings on various topics, which were selected based on needs analysis.</i> | | |
| ISSUE 3.2 | Active flow of AYLA cadres | 3.2.1 Identification of reasons, analysis and prevention | - AYLA President Karen Zadoyan - AYLA Human Resources Manager Karen Qocharyan - Expert of internal monitoring and evaluation Arpine Yeghikyan | By 31.12.2013 |
| | | <i>Performance - Implemented</i> | | |

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| | | <p>3.2.2 Review policy of financial means</p> <ul style="list-style-type: none"> • Right and proportionate allocation of salaries, terms and responsibilities in employment contracts • Respective means for the improvement of employment conditions. | <ul style="list-style-type: none"> - AYLA President Karen Zadoyan - AYLA Human Resources Manager Karen Qocharyan Expert of internal monitoring and evaluation Arpine Yeghikyan | By 31.12.2013 |
| <i>Performance - In 2013 there was a raise in salaries of AYLA employees</i> | | | | |
| <u>ISSUE 3.3</u> | Passiveness in disseminating AYLA Policies among the Staff | Ensuring publicity of internal discipline and rules of ethics | <ul style="list-style-type: none"> - AYLA President Karen Zadoyan - Head of the Committee on Legal Education and Information, Human Resources Manager Karen Qocharyan | |
| <i>Performance – The policies on internal discipline and rules of ethics have been provided to AYLA employees.</i> | | | | |