Know How Center



Know How Center



ABOUT KNOW HOW CENTRE (KHC)

GENERAL INFORMATION

Name of the organization: Centar za proizvodnju znanja i veština/Know How Centre,

Date of registration: 14.02.2012. **Registration number:** 28077076

VAT: 107476298

Address: Bulevar Jovana Dučića 25, 21000 Novi Sad, Serbia

Phone: +381 21 300 666 4, +381 60 565 0 111 **Email**: cpzvns@gmal.com, office@cpzv.org,

Web site: http://cpzv.org/

Facebook: https://www.facebook.com/CPZVNS, https://www.facebook.com/ranirazvojnovisad,

https://www.facebook.com/DecjeLetoNaNaselju

Authorised person: Jelena Avramov

The Know How Centre was established on February 14th 2012 as local non-profit civil society organization. Our Mission is to develop communities towards inclusion of vulnerable groups through establishing and developing innovative services. We strive to increase visibility and participation of marginalized groups in the field of social and economic policy, through empowerment of local community actors-civil society organizations, authorities and institutions. Also, we want to increase sensibility and accountability of the government towards vulnerable groups, through direct communication of our policy analysis findings, as well as through raising these issues on the public agenda.

Our work is organized in 3 pillows/programs:

- 1. Program for Children and Family with goal to innovate existing and initiate new systems of support to children and families on a local and national level
- 2. Roma Program with goal to contribute to protection and improvement of Roma position
- 3. Youth Program with goal to contribute to better position of youth

To achieve *its* objectives, the Centre implements following tasks: participation in the design, analysis and monitoring of policies that affect vulnerable groups of the population; advocacy and efforts to facilitate the effective exercise of existing rights of vulnerable groups; as well as the formulation and





institutionalization of the new law, research, conducts informational and educational programs and professional and peer counselling work; provides support to institutions, organizations and businesses in the design, implementation, monitoring and evaluation of projects, programs, plans and strategies; and continuously promote the application of best practices in line with European standards in all sectors and areas related to the inclusion of vulnerable groups.

Our human resources are well networked, competent, have extensive experience in communication with both, beneficiary population and policy/decision makers. We in many cases act as link between policy makers and final beneficiaries, but also between government and civil society. We implement advocacy activities at local level and our members leaded many local strategic processes (local action plans for Roma, youth, local development strategies, social protection strategies), provincial (Roma Inclusion Office Strategy, Provincial Institute of Social Welfare Strategy, Youth Policy Action plan...). Our experts were engaged in the process of preparation of the first National strategy and action plans for Improving position of Roma in Serbia and Action Plans in 4 key areas, first National Youth Strategy and all Youth Policy Action plans of AP Vojvodina.

Within the KHC, the **Professional Training, Counselling and Psychotherapy Team** is comprised of a number of experienced professionals in the fields of business psychology, organization management, psychological coaching and psychotherapy. Our experts provide capacity building and coaching for business sector, international and national organizations and agencies.

We hold membership in the Managing Board of the national **Network of Associations for Children-MODS** managing thematic group in the field of poverty and social exclusion of marginalized children. In 2014 Know How Center has initiated local inter sectorial network for children in Novi Sad which gathers over 20 most relevant local and provincial institutions and CSOs-the Protocol on networking was signed on April 28. 2015. Since 2018, we are member of the **International Step by Step Association (ISSA)**

Know How Center is also member of **SKRUG – League of Roma**, national coalition of Roma associations where takes part in national and EU advocacy for Roma inclusion. Leaders of the Center are certified trainers and work as consultants with many national and international agencies and organizations (Tim TRI Civic Initiatives, SCTM, TACSO Serbia, UNDP, OSCE...). Thanks to cooperation with local Roma coordinators in Serbia, we have access to information about local contexts in all municipalities which employ Roma coordinators. Also, thanks to the wide network of cooperation with local Roma CSOs we have access to information about local context in almost all municipalities in Serbia. Members of the organization have rich experience in working with civil society organizations, local governments, institutions in the field of health, education, social protection, employment, but also in direct working with marginalized groups (children, Roma population, people with disabilities, women, and youth). The members of organization are psychologists, pedagogues, journalists, special rehabilitators & educators, teachers...

We are also a partner and host of the **Secretariat of the ISHHR-International Society for Health and Human Rights** which is a global network of clinicians, practitioners, advocates, researchers, and other





likeminded individuals and organisations who are committed to aiding the recovery, rehabilitation, and integration of survivors of human rights violations.

STRUCTURE OF THE ORGANIZATION

We have 3 full time employed staff and, depending on the ongoing projects, up to 25 contracted associates and 30 volunteers.



THE BUDGET OF THE KNOW HOW CENTRE:

• 2012: 38.500 EUR

• 2013: 74.000 EUR

• 2014: 141.000 EUR

• 2015: 170.000 EUR

• 2016: 180.000 EUR

• 2017: 175.000 EUR

• 2018: 142.000 EUR

• 2019: 147.750 EUR





KNOW HOW CENTRE HISTORY AND REFERENCES

The first project that our organization carried out in 2012 was "Review of Case Studies with Examples of Good Practice on Roma Inclusion at the Local Level." The project was organized under the Roma Inclusion Support Program as part of an MTM program ("Best Use of EU Funds").



Shortly after, in 2013, we started implementing the so-called PGF program ("Project Generation Facility" or "Component manufacturing projects") funded by the Open Society Institute - Budapest. During the years of the PGF program implementation, we have worked on empowering Roma civil associations as well as organizations and institutions that work for the benefit of Roma in Vojvodina. The team of PGF consultants has been continuously providing free support to institutions and

associations in writing high-quality projects for international, EU and national donors. The PGF program has contributed to strengthening our competence and knowledge in preparation and management of projects, and it has brought us significant regional experience. Thanks to the PGF program our organization has significantly strengthened both its material and human resources, and on this occasion, we would like to highlight the fact that two certified experts who attended the "EU Funds 2014–2020: How to Apply" training in Brussels have been added to our team. In 2013 and 2014 the Know How Center worked as a partner in the "Strengthening Capacities" projects carried out by the following associations: Center for Education of Roma and Ethnic Communities - Belgrade, Roma Cultural Center, BIBIJA - Roma Women's Center from Belgrade and Roma Association from Novi Bečej. The projects under the "Strengthening Capacities" program were supported by the Open Society Foundations.

We have improved the quality of institutions and organizations dealing with Roma issues through other, less comprehensive projects. Many of the organizations that we worked with extensively in the past have become our project and program partners. Their members have become our associates, empowered to submit applications independently and manage projects financed by the EU and other donors.

We have achieved remarkable results thanks to a three-year program of the Open Society Institute from Budapest, which we have been a partner to in the PGF project. Since the beginning of 2013, our team has supported more than 200 Roma civil society organizations and institutions engaged in improving the status of Roma. Thanks to its results the Know How Center has been recognized as a key partner and provider of mentoring support in preparing project proposals, transfer of knowledge and skills, advocating for Roma inclusive policies and greater absorption of EU funds earmarked for



5



Roma inclusion. We have also been recognized as a key provider of mentoring support in monitoring and managing projects. In 2016 the Know How Center was awarded a Letter of Thanks from the Office for Roma Inclusion for our contribution to the integration process and raising the status of Roma in the Vojvodina Province. We have become recognized by all relevant actors dealing with Roma issues. In 2015 and 2016, together with the Roma Cultural Center from Belgrade, we organized the Festival of Roma Culture and Activism (FRKA) with the support of many partners, organizations and individuals. The FRKA festival sparked great public interest and is crucial for our further growth and development as an organization.

In 2017 – 2019 we were a national partner on **RARE project "Changing Discourses, Changing Practices: The Roma as Human Resource"** with aim to enhance the capacities of and cooperation among actors having a stake in the labour market participation of the Roma in order to better exploit their economic potential. RARE will result in equipping partner institutions with new opportunities for synergies and innovation to effectively tackle labour market inclusion of the Roma in the Danube Region and monitor and assess efficiency of interventions.

Currently we conduct several projects:

Project "Donau Basket" in partnership with ADRA Austria (2019-2020) funded by Austrian Development Agency with overal objective to Economic build-up of fair-trade basket production for social disadvantaged people in Serbia and specific objective: a) To conduct basic training for 150 families to promote workplaces and enhance the basket weaving production; and b) To select 8 potential entrepreneurs from the 150 trainees and conduct business training.

"Social entrepreneurship for women in rural areas – Women to Save " – funded by the EU CBC Serbia – Hunagry Program, in cooperation with City of Sombor (from 2018 to 2020);

In partnership with the City Administration for Economy of the City of Novi Sad we implement the project "Local Voices for Improved Inclusion" (2019-2020) under the EU Support to Roma Inclusion program "Strengthening Local Communities Towards Roma" Inclusion "- European Union Support for Roma Inclusion" implemented by the Permanent Conference of Cities and Municipalities (SCTM), funded by the European Union through IPA 2016. The project aims to contribute to reducing inequality and strengthening social and economic inclusion of Roma in Novi Sad, as



¹ http://www.interreg-danube.eu/approved-projects/rare



well as to contributing to effective institutional cooperation, and to implementing an innovative model for the inclusion of Roma in the labor market, and thus to new employment and new jobs.



As part of the **Program for children and families**, we have dealt with innovations in existing and initiated new systems of support for children and families at the local, provincial and national level. Since the beginning of 2014, we have implemented programs to support early childhood development through several components. These programs have been supported by different donors such as European Union, UNICEF, Office for Human and Minority Rights of the Republic of Serbia, City of Novi Sad, Provincial Secretariat for Economy, Employment and Gender Equality and many others.

Since May 2016 the Program for children and families has been partly funded by the Global Fund for Children, a fact which we are very proud of. A significant part of support for children and families is comprised of fieldwork done in informal Roma settlements and performed by

trained fieldworkers — volunteers. The purpose of the fieldwork is to reach out to the most isolated and excluded families. In addition to the fieldwork, we have provided direct support to families with small children in their settlements, thus empowering parents to take a more active role in stimulating the development of their children and set a good example of parenting practices to other parents as well as take initiative to involve their children in the educational system at as early an age as possible.

Since 2017, we continued work within this program continually by developing new projects by implementing new EU funded projects: "Early Childhood Development Program (ECEC) in Function of Preventing Drop-Out and Increase Of Education Attainment of Roma Children in Novi Sad" (2017-2018) with aim to contribute reduction of inequalities and strengthens the educational and social inclusion of most vulnerable and disadvantaged groups in Serbia, primarily Roma; "Novi Sad for Equality of Roma Girls" (2019-2020) with Overall objective: Fostering positive actions of the local community towards the Roma population in order to prevent discrimination, with a special focus on girls and Specific objective: Contribution to social inclusion and equality of Roma girls in Novi Sad through the implementation of local inter-sectoral mechanisms for psychosocial and educational support and public information, and project funded by World Bank and the Ministry of Education of Republic of Serbia



/ECEC program) "Together in Inclusion-for welbeing of Children in Novi Sad" (2019-2022) with aims to



1) Improve the accessibility of pre-school services for children from vulnerable social groups; 2) Contribute to the achievement of equal opportunities for learning and development of children from vulnerable social groups; 3) Provide support to families for the development of parenting competences; and 4) Strengthen the capacity of institutions and organizations in local community to provide services to children and families from vulnerable social groups.

The partners on all these projects are wide range of most relevant local and regional institutions: local selfgovernment (City of Novi Sad which is the second largest city in Serbia and administrative center of the Autonomous Province of Vojvodina with 2.5 million population), Center for social work, health center, Preschool institution.



Novosadska mreža za decu In early 2014 we initiated a local intersectoral network for children called the "Novi Sad Network for Children NSMEDE." It was formally established by the Protocol on Networking, on April 28, 2015. This network consists of more than 30 institutions and civil society organizations, and the goal of

the networking is to improve the quality and availability of services for children in Novi Sad. As one of the very few organizations working in Novo Naselje (a Novi Sad neighborhood), we have recognized the importance of organizing free content for children and young people.

In 2014/2015 an expert from our organization participated in the creation of the Children's Protection Index. The Index was designed to monitor and influence policies for children at the national level so that the whole civil society could be active and influence the policies and implementation of changes at the national, regional and international level, in a region that includes Child Pact, an international network of national associations for children.

In 2013 we initiated "Naselje School Break", an important program for us, intended for children and young people during the summer and winter holidays. The program is focused on organizing quality leisure time of children and youth as well as organizing content that would otherwise be unavailable to them. These are some of the topics we've covered in the past in these free workshops for children and young people: protecting mental health; developing skills of overcoming stress through emotional literacy; developing a culture of non-violence, civil values, tolerance and activism among children; and improving communication and management skills. In the three-year period, we have covered more than 300 children from Novo Naselje, but also from other parts of the city. In 2016 we had an increase in the number of children from other parts of the city. The children were brought by their parents knowingly to participate in our activities. It is very important that the local media have been very willing to promote our activities.





The **Youth program** of our organization was largely based on voluntary work in the previous period. The smallest funds were raised for projects under this program. Nevertheless, in recent years we have established cooperation with many elementary and high schools as well as other institutions and organizations in the city of Novi Sad and the area. Through this cooperation, we have developed accredited training programs for teachers in schools and manuals for work with young people.

The project **"Youth and European Values"** has been implemented during 2019 in partnership with "Foundation Novi Sad 2021-European Capital of Culture" and OPENS-Novi Sad Youth Capital 2019 Association. The overall objective of the project is to contribute to the development of European cultural values in Novi Sad through investing in the capacities of cultural organizations and institutions and in the creative potential of children and young people. By this project, the local community has got empowered cultural organizations and institutions to implement projects that foster European values, as well as children and young people with enhanced activist potential so that their generations can take responsibility for developing cultural values in the future. <u>Project results:</u> 1) By the end of 2019, 3 projects in the field of arts and culture and / or social inclusion and protection of minority groups have been written and submitted to the Funds, and 2 project proposals are under preparation, namely projects from the list submitted by the Novi Sad Foundation 2021; 2) By the end of 2021, high school students in Novi Sad (27 of them) will become familiar with the patterns and models of organization and work in the EU through personal stories and the prism of artists and cultural models, and be encouraged to create and realize their own project ideas; and 3) The capacity of 16 institutions and organizations in Novi Sad to prepare and implement projects in the field of European values representation has been strengthened.

In 2015 we carried out extensive research in elementary and high schools of the Province of Vojvodina, and as a result of this research we published a monography "Mental Health of Young People in Vojvodina — Status and Perspectives." Based on this research, we conducted numerous local actions in the local communities, including participation in initiation of the local mental health network which is leaded by the Institute for Public Health of Vojvodina. Since 2017, each year we participate in Mental Health Festival and promote various issues related to mental health in the community.

Girl's Centre program is a new psyschosocial program in our organization established in 2019. The specific objectives of the program are to contribute to the prevention and promotion of girls mental health through holding thematic workshops in the field of mental health, and improving the mental health of girls through individual psychological counseling.







The main activities that implemented by the Girl's centre are: 1. thematic workshops in the field of mental health (improving communication skills, understanding emotions, managing emotions, personal development and orientation towards solving stress, prevention and conflict resolution, prevention of violence, digital violence and 2. individual psychological counseling for girls who experience adolescent period problems.

"Culture of Communication among Young People" is a manual we made with the support of the Culture Directorate of Novi Sad in order to support young people in their development and

strengthen their daily life competencies. The project was realized in two cycles, in 2013 and 2014. We empowered a group of peer educators — 11 elementary and high school pupils — who covered their peers from more than 15 Novi Sad elementary and high schools in workshops. We organized two campaigns for the promotion of cultural values and work ethic in young people; we also engaged numerous young associates who contributed to the project.



At the level of participation in policy-making, our member was the author of a chapter on health and social policy of the Action Plan of Policy for Youth in

Vojvodina 2015–2020. She was part of an expert team who created the Action Plan through a participatory process. Furthermore, we have successfully cooperated with faculties, especially in the voluntary engagement of students and implementation of their internship. Youth projects that we have implemented have been aimed at improving the quality of life of young people in the broadest sense.



Through the "Tripple Hurray for Health at School!" project that took place for two years in a row (2012 and 2013), organized with the support of the Directorate for Sport and Youth of the City of Novi Sad, we worked on increasing competencies for the prevention of stress among students of high schools in Novi Sad by training teachers, expert associates and students in preventive work in the field of mental health. We also worked to develop an understanding of a school model focused on health among high schools in Novi Sad. During the project, expert associates and teachers of the Novi Sad high schools were covered by a cycle of workshops on the subjects of mental health protection among young people and a World Health Organization school model focused on health. Through these workshops, teachers and expert associates were trained to transfer



knowledge to their students and colleagues. In addition, campaigns were carried out on the protection of mental health of young people.

In 2015 the Know How Center achieved all standards in working with young people stipulated by NAPOR (Serbian acronym standing for "National Association of Youth Work Practitioners"), and it became an associate member of the network. Furthermore, the Center was granted a license for further work with young people, as required by the Ministry of Youth and Sports. In 2016 we participated in many other activities carried out by NAPOR. We partnered with "Libero", a Belgrade-based association of citizens, on a project that initiated an information portal intended for high school students and youth organizations (www.aktivirajse.info).

Our volunteers and youth activists have recognized the importance of participation in various events in the city and the region, where it is possible to present the work of our organization and promote the services it offers. To get closer to the community and present ourselves in the best possible light we have participated actively in the EXIT Festival, the Festival of Street Performers, Festival of Mental Health and other local events. Beside that, our volunteers successfully represent us on various national and international events (conferences, trainings, study visits etc).

In 2017/18 we implemented the project "NO to Violence, YES to Interculturality" also with support of the OSCE Mission to Serbia, with the objectives to: develop intercultural understanding, principles, and skills among young people in Novi Sad by organizing workshops, training of peer educators and other intercultural activities in the community, Reduce violence and conflicts among the youth in

Novi Sad by improving their conflict sensitivity, skills for emotional control, communication skills and their capacity for building social cohesion and tolerance in the community, and raised awareness of the necessity of intercultural dialogue and peaceful conflict management among the youth in Novi Sad, through information, education and visibility activities. As continuation of this project, during 2018-19 we conducted "NO to Violent Extremism and Hate Speech, YES to Intercultural Understanding" project. Among other activities (resource toolkit, exchange visit...), local forums on understanding and preventing violent extremism were organized in order to engage local communities in initiatives related to preventing violent extremism. Local community leaders, school professionals, representatives of the most relevant local CSOs and institutions (education institutions, youth offices, local self





government, local security councils, police, and religious leaders) were invited to the forums. This project is being implemented in partnership with NGO Forum 10 from Novi Pazar and included mutual study visits between youth from Novi Sad and Novi Pazar, the city inhabited with Bosnians as majority.



OTHER ACTIVITIES TARGETING MARGINALIZED GROUPS

As part of our strategy to develop our programs wider and target women and girls, Know How Centre actively participated in the Project "Integrated response to violence against women in Vojvodina, II phase", funded by UNWOMEN in training for trainers and curriculum development in accordance to the contract signed with the Provincial Secretariat for Social Policy, Demography and Gender Equality (from 2018). Within this project, our organization has trained 10 expert trainers and accreditted two training programs: "The conduct of professionals in working with women from marginalized groups with experience of violence", and "The conduct of professionals in working with women victims of sexual and other specific forms of violence " programs for professionals from social protection, police, health system and justice system. So far, the training program has been conducted in 20 cities for more than 300 professionals.



Know How centre is one of the founders of MAPS - Network of activists for the Competencies Passport of Serbia which was created as a result of joint work of seven civil society organizations from Serbia on the introduction and implementation of the Competencies Passport in Serbia. These activities were started in July 2017 as part of the project "Creating Employment Opportunities for Vulnerable Groups through Improving Municipal Services", funded by the German Federal Ministry for Economic Cooperation and Development (BMZ) and implemented by the German Organization for

International Cooperation (GIZ) within the framework of the Open Regional Fund for South East Europe - Modernization of Municipal Services. As part of the capacities assessment of potential candidates for employment, individual counselling using Passport of competencies is continually conducted by experts from the Know How Centre. Passport of competencies is used to document the abilities and competences that person has acquired during schooling, work, doing volunteer activity, hobbies, or performing everyday activities in family environment. The passport also implies a special part, designed to define the goals and future steps that the counseled person can help to create a personal job search plan, perhaps a change to the current job, but also a plan for further training. This instrument is used with the help of a qualified counselor, who at the end of the process issues the certificate from which it is visible which competencies a person has. Know How Centre has 5 certified counsellors.

In the period of 2015-2017, the Know How Centre was a partner and Local Coordinator of the **The 10th Conference of the International Society for Health and Human Rights (ISHHR) entitled "Mental health, mass displacement of people and ethnic**



minorities" which was held from 26 to 29 September 2017 in Novi Sad. Prior to the Conference, there



was a Capacity Building workshop "Health Implications of Transnational Migrations" held on 24th November 2016, also in Novi Sad. The 10th ISHHR Conference focused on the study of the refugee experience on the physical and mental health of individuals and the community, on the pooling of support from the civil sector and government in support, on ethical dilemmas in supporting mental health in asylum seekers, and on the impact of radicalization in the West on refugee perceptions / community migrants. The conference provided opportunities for networking as well as for the consolidation of a sense of solidarity among individuals and interest groups working in this field, both in the European region and broader internationally. The conference participants, over 200, came to Novi Sad from all parts of the world: Colombia, Spain, India, Philippines, Turkey, Norway, Switzerland, Sudan, South Africa, Uganda, USA, United Kingdom, Denmark, Georgia, Bosnia and Herzegovina , Australia, Tibet, Montenegro, Macedonia, Croatia, Hungary, Greece, Belgium, the Netherlands, and of course, Serbia. Currently, our staff member is part of the ISHHR Board and ISHHR Coordinator working on the preparation of the 11th ISHHR Conference which is going to be held in medellin, Colombia in 2021.

- Support to migrant/refugee population at the border with Hungary and Croatia (Subotica, Kanjiža, Šid)-providing medical assistance with Initiative for Development and Cooperation Belgrade and ASB. (2016)
- Assistance to TACSO Serbia office in designing and performing conference "CSOs and Social Service Delivery – EU Legislation and local practices". Drafting policy document for national policy makers (2015).
- Capacity building of 3 Roma NGOs (Bibija, CEREZ, Roma Association in Novi Becej) by the support of MtM Program (2014).
- Support to Roma returnee family in Novi Kneževac to reintegrate in the local community with La Fondation Suisse du Service Social International (2014/15).
- Support to early childhood development in Roma and other vulnerable groups of population with Unicef, Parent Association, Otto per Mille Valderse, Office for Human and Minority Rights, city of Novi Sad, Provincial Secretariat for Economy, Employment and gender Equality (2014-2015).
- Trainings on preparing EU project management, preparing EU proposals, and other capacity building trainings for more than 300 people.
- Video Road Map of "Owner driven house rehabilitation of floods affected vulnerable people in Serbia" with Ecumenical Humanitarian Organization and Swiss Development Cooperation (2014/15).
- Facilitation of strategic planning process for Roma Inclusion Office of AP Vojvodina (2014).





- Revision of the local development strategies of 8 municipalities in South Serbia-inclusion of the minority and gender component into the strategies (with Center for Development of Pcinjski Dstrict and PBILD program (2012/13).
- Local child protection policy analysis with Civic Initiatives in project "Initiative for monitoring of social policy" (2012).
- Facilitation of the consultative meetings with representatives of the Civil Sector Organizations and Local Governments, on the The National Strategy for an Enabling Environment for the Civil Society Development in the Republic of Serbia 2014-2018
- Capacity assessment of the Standing Conference of Roma Associations of Citizens League of Roma Capacity assessment of 3 Roma NGOs (Bibija, CEREZ, Roma Association in Novi Becej).
- And many others

List of evaluated projects:

- VET4 mediation with ROMA implemented by the Association Work in Progress
- Economic empowerment of Roma women: increased capacity for employment and selfemployment – Roma Women Centre Bibija
- Introduction of the Roma language with elements of national culture in primary schools in Serbia
 Centre for Education of Roma and Ethnic Minorities
- Inclusion through educational support Municipality of Koceljeva
- ROMA Roma Organisations March for Antidiscrimination! Association of Roma Novi Becej
- Community-based services for sex workers in Novi Sad Association Prevent
- Better Perspective of Roma men and women in Zvezdara Municipality of Zvezdara



14