

CURRICULUM VITAE**Senior Expert**

- 1. Family name:** SARIC
- 2. First names:** Elmida
- 3. Date of birth:** 29 October 1967
- 4. Nationality:** BiH Citizenship
- 5. Address :** e-mail: elmidas@yahoo.com , 061 20 70 34

6. Education:

Institution [Date from – Date to]	Degree(s) or Diploma(s) obtained:
Interdisciplinary EU Study , 2008-present	Master degree in EU Integration Master thesis: Institutional Changes In BiH as a Request To Use The European Union Funds
University of Sarajevo, Faculty of Mechanical Engineering, BiH, 1986-1992	Bachelor of Science, Mechanical Engineering

7. Language skills: Indicate competence on a scale of 1 to 5 (1 - excellent; 5 - basic)

Language	Reading	Speaking	Writing
Bosnian /Cro/Ser.	1	1	1
English	2	2	2
French	2	2	2

8. Membership of professional bodies: Member of BH Trainer's Network

9. Other skills: (e.g. Computer literacy, etc.): Full computer literacy, Driving license B, available private car

10. Present position: Executive Director of Training and Consulting Organization **Option Plus**

11. Years within the firm: seven years

12. Key qualifications: (Relevant to the project)

- Relevant University degree: BSc degree
- B/H/S native speaker and fluency in spoken and written English
- 15 years of general working experience, 9 years out of 15 dedicated to the relevant work with project proposal development as well as strategic development
- As of 2003 gained respectable experience in the EC Project Cycle Management , certified trainer by MDF Netherlands
- As of 2004 the key expert within international team that provide TA to Directorate for EU Integration and in-line Ministries that used CARDS fund and at the time being IPA fund.
- As of the end of 2003, 7 times being engaged as assessor for EC CfP: Short term assignment as Assessor for:
 - Small Scale EC Grant in Croatia , budget line B7-70 (TEO CEGOS –Brussels- Dec. 2003 – Jan. 2004)
 - the EURED Fund 2002 Call for Proposals (May –July 2004)
 - the EIDHR Fund 2002/ 2003 Call for Proposals (July -September 2004)
 - the EIDHR Fund, CARDS 2005 Call for Proposals – Combat xenophobia and racism (Jan.- Feb. 2006)
 - the INTERREG/ CARDS-PHARE Fund , Call for Proposals – Adriatic New Neighborhood Programme (August 2006) (ref. Mrs. Nada Bojanic CBC Deputy Chief DEI; ECD TM- Mrs. Nadja Ohranovic)

- the EIDHR Fund , 2007 Call for Proposals - Combat xenophobia (January -February 2007) (ref. ECD TM – Mr. Dz. Hodzic)
- CfP EU Regional economic development VI (October – April 2010) – Tourism and Regional Development _ support to SMEs

13. Specific experience in the region: Country	Date from – Date to
Bosnia and Herzegovina	Since 1994
Montenegro	September, 2005
Macedonia	May , 2007
Croatia	September, 2007
Albania	April-June, 2010

14. Professional experience:

Date from – Date to	Location	Company	Position	Description
04/2002-present	Bosnia and Herzegovina	Training and Consulting Organization “Option Plus”	Executive Director	<ul style="list-style-type: none"> Designed, prepared and delivered training in: Project Proposal Writing, PCM, TOR, Project management, Fundraising and Income Generation (job creation) , M&E, and Reporting, Strategic planning, Project Appraisal, Presentation skills, SWAP, Communication with stakeholders, EU Project design and IPA Fund, Community Programmes, Grant scheme etc. up to ToT Designed, prepared and delivered institutional development activities, in-house training, consultations for strategic planning (and others issues related to institution development), facilitation of meetings, etc. Monitored budgets and reported on the status of the program, lobbied and fundraised Responsible for internal management, worked on strengthening and capacity building for public advocacy of local NGOs in entire BiH
Dec 2009-April 2010	BiH	EU Delegation	Team Leader –Assessor	<ul style="list-style-type: none"> Lead the team of 6 assessors trough all 4 steps of assessment for: CfP EU Regional economic development VI (Dec – April 2010) – Tourism and Regional Development _ support to SMEs
February-April 2010	BiH	EU Delegation	Short term expert – TOR Youth policies	<ul style="list-style-type: none"> Be responsible to do a screening in the Youth sector . Deliverables: Draft of TOR for TA for Commission for Coordination Youth Issues in BH.
June 2010	Albania	ADA	PCM Trainer	<ul style="list-style-type: none"> For CSOs – training on Log Fram and EU application forms and monitoring system
April-June 2010	Albania	ADA-MDF	Short term expert PCM and MandE	<ul style="list-style-type: none"> For the project PPF worked on : preparation and delivering PCM and MandE trainings . Trainees: NIPAC office, SPOs and specialists in line Ministries. Trainings were tailored-made according to IPA Regulation and rules, bearing in mind all responsibilities that relevant actors should takeover in preparation phase of getting “candidate country” status.
March-present	BiH	CiDi –EU funded project	Senior consultant	<ul style="list-style-type: none"> Developing the capacity of government institutions to engage in policy dialogue, and strengthening the dialogue between government institutions and CSOs, at the level of the BiH Council of Ministers, the Republika Srpska Government, the Federation of Bosnia and Herzegovina Government and the Brčko District Government. So far delivered topics: Civil society, Public Advocacy
February – November 2010	BiH	UNDP	Short term consultant-Facilitator	<ul style="list-style-type: none"> Provide advice and assistance in creating trainings using adult learning techniques within the project SPWCC/ Justice and Human Security cluster . As well provide facilitation in various events organized by the project
March 2010	BiH	DIFID/Coffe	PCM trainer	<ul style="list-style-type: none"> Prepare and deliver PCM training for relevant stakeholders at state end entity levels from financial sector
March 2010	BiH	WW-CSR plus	Facilitator	<ul style="list-style-type: none"> Facilitated Cross Border meeting with key stakeholders from Neretva Delta region in order to produce the action plan for 2010 year of project implementation. Responsibility: workshop design, facilitation and reporting on the produced outputs
November 2009- March 2010	BiH	Women for Women Inter	Short term consultant / Facilitator	<ul style="list-style-type: none"> Be in charge for preparing the Strategy of Women entrepreneurship development in Municipality Olovo, using participatory planning methodology. Facilitate workshops in order to produce and collect inputs valid for Strategy.
December 2009-March 2010	BiH	SNV	PCM specialist	<ul style="list-style-type: none"> Facilitated participatory planning for wider Vlačić massive region. Deliverables: Project Proposals per sectors (priority pillars) as well as integral project proposal.

Date from – Date to	Location	Company	Position	Description
February – May 2010	BiH	REDAH	PCM Senior Trainer	<ul style="list-style-type: none"> Designed , prepared and delivered series of 3 trainings on IPA subject , Grant scheme, Project Proposal Writing according to EU standards
November 2009-march 2010	BiH	TAM BAS and WWI	Short term consultant	<ul style="list-style-type: none"> Provide 8 trainings for women aiming to prepare them to start with entrepreneurship. Subject delivered: entrepreneur skills, marketing, business planning, presentation skills
January- November 2009	BiH	EU Delegation in BiH	Team Leader / Civil Society Expert	<ul style="list-style-type: none"> General Technical Assistance 2009 (Overall objective) The recipient ('client') for the services and assistance of the project BH General Technical Assistance is the Delegation of European Commission in BiH. Services and assistance under this Service Contract target sectors covered by the EC Delegation including mainly four fields of expertise: Civil Society, Minority Return Reintegration, Human Rights and Democratization; Engineering and Reconstruction (including IT); Economic and Social Development and Agriculture and Environment. For Civil Society- Grant scheme , LF writing ; be engaged for "Open days" CfP- Support to NGOs active in the field of anti-corruptions Be assessor for CfP VI EU RED _ engagement in all steps of evaluation
January-March 2009	BiH	SERDA_Canton Sarajevo	Leading Trainer for IPA Fund	<ul style="list-style-type: none"> Designed , prepared and delivered training on IPA subject, Community programs , Grant scheme , Application form , Project Proposal assessment –evaluation grid Trainees: Canton Sarajevo civil servants
March-July 2008	BiH	UNDP	Leading facilitator for Transitional Justice consultation processes	<ul style="list-style-type: none"> Organized the consultation process for the Strategy for Transitional Justice for BiH. As one tree leading facilitators was responsible for process design and the team of 24 facilitators who facilitated the process resulting with recommendations as part of strategy. Target groups: demobilized solders, family of missing persons, religious groups, war victims, gov. representatives, women, civil society etc.
March / April 2008	BiH	ICMP	Consultant for Institutional capacity building	<ul style="list-style-type: none"> One of two consultants responsible for assessing 12 CSO – Associations of Families of Missing Persons, in order to diagnose the capacity of each organization and recommend further steps for their institutional strengthening and efficient inclusion into society
02/2007-05/2008	BiH	London School of Economic and Triple Line	M and E short term expert	<ul style="list-style-type: none"> Capacity building of DEP department in charge of MandE Mid Term Development Strategy trough coaching and training Delivered trainings in: Policy cycle, PCM, LFA, Monitoring and Evaluation, Facilitation
01-11/2007	BIH	ECD /Inwent , Izbor plus , EDA and CEFE	EU TAC certified trainer	<ul style="list-style-type: none"> Provided trainings to SMEs in BiH , start-ups in area: business planning, skills of entrepreneur, communication skills, strategic planning , PCM - EU funds
11/2007- 11/2008	BiH	EC Delegation- Cambridge Education	Key expert –National Coordinator (Facilitator and Trainer)	<ul style="list-style-type: none"> Facilitation of EC assistance in BiH 2008 to enhance further stakeholder involvement: Assisted to the Directorate for EU Integration - Aid Coordination in process of programming IPA 2008 – component I and IPA 2009 Facilitated various workshops for relevant sectors in order to get inputs for IPA 2008 programming Assisted Senior Program Officers (SPO) of in-line Ministries, as well as DEI in enhancing stakeholders constructive participation in planning/programming in order to increase ownership of programs by local stakeholders Delivered training in PCM, LFA, Project Fiche writing, TOR, Appraisal Provided coaching services to SPOs and their teams in designing relevant documents for IPA 2008 programming phase. Delivered training in IPA and PF drafting subjects to relevant Entity ministries (RS and Federation)
06/2006-	Bosnia and	EU RED	Short term expert	<ul style="list-style-type: none"> Provided assistance to RDAs in the field of Project Cycle Management, Strategy planning

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08/2007	Herzegovina			–revision of Strategy for Regional Economic Development, strengthening staff in area of conflict management, communication skills and time management
01-12/2004 01/2005-11/2006 11/2006-11/2007 1	Bosnia and Herzegovina	EC Delegation / MDF (2004) ARCADIS BMB (2005); PROMAN-AEDES (2006) PROMAN – Cambridge Education (2007)	Key Expert and liaison with EC Delegation	Facilitation of EC assistance in BiH 2005/2006 and 2007 to enhance further stakeholder involvement <ul style="list-style-type: none"> ▪ Facilitated workshops in order to get inputs for CARDS 2005, CARDS 2006, IPA 2007; Stakeholders constructively participate in planning/programming for increased ownership of programs by local stakeholders. Workshops have been delivered in the following area: Integrated Border Management, Agro Environment, Judicial Reform, Functional Rev. for Ministry of Human Rights and Refugees, Community programs etc. ▪ Delivered workshops in order to get input for MIPD 2007-2009. ▪ Provided TA for DEI and relevant in-line Ministries for the event: Donor conference ▪ Delivered trainings for all Ministries (SPOs) that use fund from CARDS and IPA 2007, and IPA 2008: PCM, LFA, Writing TOR, Presentation skills, Communication with stakeholders, SWAP, Project Fiche Appraisal ▪ Coach SPOs in order to prepare relevant projects under IPA I componenet
04/2000-09/2003	Bosnia and Herzegovina	USAID DemNet in partnership with ORT/ ADF	Program Advisor	<ul style="list-style-type: none"> ▪ Created criteria for project proposal assessments, prepare with the team entire documentation for call for proposals, was responsible to perform on-site assessment of organizations who submitted proposals ▪ Reviewed drafts of the project proposals, suggesting revisions and coordinating timing and recommending for funding to the Screening Committee ▪ 3,5 years in charged of Association of Dystrophy People Doboje, helping them to develop various advocacy campaigns in order to combat against architectonic barriers ▪ 3 years in charged of Paraplegic Association, as program advisor helping in programming and implementation of various public advocacy campaigns fighting for their rights to equal access Public buildings. ▪ Was responsible for the project for the Orphaned Child Support and Advocacy (OSAP) Program funded by USAID Dem Net program ▪ Monitored and evaluated progress of the activities of the DemNet partners (100 local NGOs)
02/2003-11/2003	Bosnia and Herzegovina	EC Delegation / MDF	Professional workshop facilitator/trainer	Delivered PCM/Project Cycle Management/ and OOPP /Objective Oriented Project Planning/ training for local stakeholders from different government organizations in BiH within EU Project “Programming Skill Capacity Building in Bosnia and Herzegovina” . Facilitated workshops for various departments in order to generate inputs for the CARDS 2004 Project Fiches
07/1999-04/2000	Bosnia and Herzegovina	NGO Foundation for BiH	Program Assistant and Acting Director	Liaison and networked with related domestic and international counterparts, governmental structures, political, educational and cultural institutions, etc. Solicited and advised on applications for proposed projects and programs
04/1997-07/1998	Bosnia and Herzegovina	Women for Women	Project Director	Managed program for vulnerable women group in rural area in relation to their social inclusion - assisted them in their job creation in order to increase their economic status, self-confidence, increased knowledge on their human rights etc.
02/1996-03/1997	Bosnia and Herzegovina	Catholic Relief Service CRS	Manager	Managed a Youth Club in Civil Society department, was responsible for organizing various programs for <i>Youth inclusion</i> such as drama, debates, graphic design, combat the trauma giving them opportunity to develop their skills which will help them to become economically independent.
03/1994-02/1996	Bosnia and Herzegovina	CARE Irish Refugee Trust	Facilitator	Facilitated a local multidisciplinary team for the Blind people as well as Elderly and Disabled people who were isolated in their homes, due to war circumstances, assisted them to be include in the community

Other relevant information:

- Last year delivered trainings and consultation with topic **IPA funds, Grant scheme according EU requirements and Project design in accordance to CfP requirements** to the following clients :
 - Kanton Sarajevo : PCM and IPA fund for Ministries in Sarajevo Canton
 - NERDA – the trainings in Brcko, Tuzla, Lukavac, Zvornik, Visegrad , Orasje, Odzak, Milici , Gracanica for Municipalities' representatives from North –East region (two types of training – basic and advanced)
 - SERDA - for staff that work on EC projects
 - REDAH – the trainings in Mostar, Trebinje , Tomislavgrad and Posusje for Municipalities' representatives from Herzegovina economic region
 - DEP – for staff engaged in MandE Mid Term Development Strategy
 - REVICON (8 trainings in two cycles – in four towns in BiH : Sarajevo, Banja Luka, Tuzla and Mostar) for municipalities representatives
 - Kantonalna privredna Komora – Sarajevo
 - DEI – consultation, coaching and training for programming IPA 2009
 - PARCO office – consultation and training in PCM EC methodology
 - CFCU and NF (MoFT BiH) – PCM training for staff and relevant SPOs
 - Croatia: The design of EU Project training for various organization members of Jeuness Musical Network – Groznjan, Istra
 - Macedonia : SPARK grant making organization from Netherlands – Training for grantees from West Balkan
 - Albania: For CSOs training related to Log Frame and monitoring system ; Training related to PCM and MandE to Ministry of European Integration and line Ministries that use IPA TAIB component

REFERENCES:

- Mrs Zara Halilović – DEI , Head of Aid Coordination Division , o33 703 -179; zhalilovic@dei.gov.ba
- Mrs Normela Hodzic--Zijadic- Task Manager in EU Delegation Sarajevo , 033 254-783
- Mr Sam Boering – Team Leader of Facilitation of EC assistance in BiH 2008 to enhance further stakeholder involvement funded by EC, 033 618-996; sb@mdf.nl
- Mr Džemal Hodžić, Task Manager for CS in EU Delegation Sarajevo, 033 254-700, Džemal.Hodžić@ec.europa.eu