



Subsidies for Energy
Efficiency in Kosovo

Subvencionet për Eficiencë
të Energjisë në Kosovë

Subvencije za Energetsku
Efikasnost na Kosovu



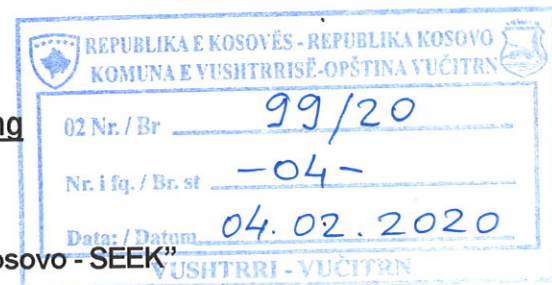
Memorandum of Understanding

between

Project "Subsidies for Energy Efficiency in Kosovo - SEEK"

and

The Municipality of Vushtrri



Subject

WHEREAS, SEEK – Subsidies for Energy Efficiency in Kosovo (hereinafter referred to as "the Project") is an activity, under the MCC Threshold Program with implementing entity Millennium Foundation Kosovo (MFK) (EMENA-KOS18MCC5206), aiming to reduce electricity consumption in the residential sector by piloting subsidies and other incentives to households to invest in Energy Efficiency (EE) and Renewable Energy Sources (RES) measures, through Household Efficiency Retrofits (HER) intervention package.

WHEREAS, the Municipality of Vushtrri is committed to taking proactive steps in streamlining and strengthening organizational structures adequate to improve EE/RES measures under the residential sector.

WHEREAS, the Project and the Municipality of Vushtrri (hereinafter referred to as the "Parties") are determined to work together in a spirit of good cooperation to contribute to the achievement of the objectives and implementation of the Project's planned activities. Project's consultant team (the Project Team) composed by GFA Consulting Group and HPC AG, shall carry out technical activities of the Project in accordance with the highest professional standards.

WHEREAS, in the long-term, the enhanced co-operation between the Parties will contribute to increasing energy efficiency and the use of renewable energy sources, reducing environmental hazards and improved quality of life, and facilitate the Government of Kosovo in moving towards harmonization with EU environmental standards.

NOW, THEREFORE, on the basis of mutual trust and in the spirit of friendly cooperation, the Parties have entered into this Memorandum of Understanding (hereinafter referred to as MoU).

Article 1

Objectives of This MoU

1. This MoU establishes the framework for cooperation between the Parties in order to ensure the effective implementation of the Project. The overall objective is to encourage the implementation of EE/RES measures through HER intervention package of the Project and to sensitize the municipality/community on the potential to invest in individual housing units, be it individual houses or individual apartments within multi-apartment buildings, by retrofit and EE improvements.
2. The Parties shall provide full support to the implementation of all Project activities in accordance with the provisions of this MoU, including the dedication of necessary institutional, human and financial resources for the successful implementation of this MoU. The Parties agree to carry out their respective responsibilities and to maintain close working relationships, regular communication, and consultations in order to achieve the Project objective.
3. The project implementation period is September 2019 - September 2021.

Article 2

The Municipality of Vushtrri responsibilities

1. The Municipality of Vushtrri in particular shall:

- 1.1 Appoint a municipal working team or a representative as "contact point" for cooperation in implementation of the Project's activities. The list of the assigned municipal staff is provided in Annex A thus representing an integral part of this MoU;
- 1.2 Support the data collection process related to HER and support the Project in identification of beneficiary households (HH) especially from particular target groups such as: low-income Social Assistance Scheme (SAS), women-headed, minorities, vulnerable HH (elderly, disabled or chronically ill people, families with young children);
- 1.3 Help verifying the socio-economic status of beneficiary HHs of the Project;
- 1.4 Provide access to all relevant documentation needed to conduct Project's tasks and facilitate municipal inter-departmental coordination;
- 1.5 The municipality commits itself to simplify the procedures related to construction permits and/or issue a Decision/Consent that such retrofit aiming at investment maintenance are excluded from permitting, possibly under certain conditions (if necessary, e.g. for instance that the color of the building remains the same or is from the defined color scheme).
- 1.6 Participate with (20) % co-financing (with grants ensured by Municipality) of EE-retrofits for some (for instance SAS) for co-financing the implementation of EE-measures during the retrofit of selected individual houses or individual apartments within multi-apartment buildings;
- 1.7 Support with in-kind contribution/participation with provision of services such as Inspection of works during the retrofit implementation in accordance with guidelines provided by the Project Team;
- 1.8 Support information dissemination and organization of promotion events for the Project (including provision of venues on a cost-free basis for the Project, distribution of invitations, announcements in local media, etc.);
- 1.9 Support the citizens by submitting online applications at Municipal premises for participation in the Project on their behalf;
- 1.10 Support the Project Team in the identification of local Installers for provision of construction works and installation of systems (insulation, external windows and doors, heating systems, etc.) to be invited to training organized by the Project, by which they would obtain a status of Qualified Installers;
- 1.11 Help in identification of local women entrepreneurs as potential Women Energy Entrepreneur (WEE) component beneficiary of the Project.



Article 3
Responsibilities of the Project

1. In close cooperation with the Municipality and under supervision of MFK, the Project shall:
 - 1.1 Conduct outreach activities for raising awareness among home-owners on the benefits of EE so as to ensure strong interest of individual HHs to invest in their housing units by implementing EE/RES, thus increasing comfort and protecting the environment;
 - 1.2 Collect and analyze all data needed for evaluation of retrofit projects for pre-selected individual HHs;
 - 1.3 Facilitate agreement between home-owners of individual HHs with Qualified Installers (qualified installers of EE/RES measures) for retrofit and mobilizing the financing to cover the costs of the retrofit;
2. The Project will provide an indicative plan of implementation of activities and agree with municipality on its implementation.

Article 4
Monitoring and Evaluation

1. The Parties shall maintain regular consultations to monitor and review the progress of the agreed activities.
2. The Parties shall share with each other, all relevant information and documents, including research reports and any other information related to the activities.

Article 5
Entry into force

This MoU enters into force from the day of its signature by both parties.

Two handwritten signatures in blue ink are located at the bottom right of the page. The first signature is larger and more stylized, while the second is smaller and more cursive.

IN WITNESS WHEREOF, the undersigned, duly appointed representatives of the Municipality of Vushtrri and the Project, have signed two original copies of this MOU in the place(s) and on the date(s) herein below indicated.

THE MUNICIPALITY OF VUSHTRRI	Subsidies for Energy Efficiency in Kosovo - SEEK
Mayor: Xhafer Tahiri	Team Leader: Marko Kosiri
Place:	Place:
Date: 21.2.2020	Date: 4.2.2020

ANNEX A: THE LIST OF ASSIGNED STAFF BY THE PARTIES

The Municipality of Vushtrri appoints the following representative(s) for cooperation in the project "Subsidies for Energy Efficiency in Kosovo - SEEK":

SN	Municipal representative(s)	Position/Directorate	Contact (e-mail & telephone)
1.	Ahmet Shuku	architect – Urbanism of M.V.	ahmet.shuku@rks-gov.net +38344197360
2.	Shqipe Gashi	municipality energy manager	shqipe.n.gashi@rks-gov.net +38344197360
3.			

The project "Subsidies for Energy Efficiency in Kosovo - SEEK" Key Experts (KE) and Non Key Experts (NKE) to cooperate with the Municipality of Vushtrri

SN	Project representative(s)	Position	Contact (e-mail & telephone)
1.	Marijan Hohnjec	HER IP Leader	marijan.hohnjec.jr@gmail.com +383(0)45186209
2.	Arben Zeqiri	LST Leader	arbenzeqiri@yahoo.com +38349330370 & +38344330370