

T-EST PROJECT Stakeholders' Analysis

STEP-1	STEP-2			
Please list all stakeholders that you can think of	Please rate the importance and influence of the listed stakeholder			
Name of stakeholder	importance		influence	
	high	low	high	low
Hearing and sensory impaired people	X		X	
Mobility impaired people	X		X	
Career counsellors	X		X	
VET Trainers	X		X	
Social workers & Carers		X		X
Parents, friends and relatives of disabled people	X		X	
(Social) Service providers	X			X
Job centres	X			X
Organisations of/for disabled people	X			X
Managers of educational/training organisations		X		X
Employers	X			X
Key decision makers acting in education and training policy	X			X
Local authorities	X			X

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STEP-3			
Please describe your action plan to involve each stakeholder in project processes in order to achieve the expected results of the project.			
Stakeholder's Importance/Influence Category	A-Name of stakeholder	B-Type/description of stakeholder	C-Description of the roles/ actions/ activities/ initiatives (inform-consult-involve or other possible participation methods)
High importance – low influence: Group A	Key decision makers acting in education and training policy: 1. Ministry of Education, Youth and Science 2. National Agency for Vocational Education and Training 3. Municipality of Plovdiv, "Education and Science" Department	Policy makers responsible for the implementation of the supported employment in Bulgaria	keep them informed and to collect their feedback for the improvement of the toolkit and for the further implementation of the supported employment approach in Bulgaria
	Employers: 1. American Restaurants 2. Orgahim JSC 3. SHELL Bulgaria 4. KCM SA 5. Bulgarian Business Leaders Forum 6. Citybank N.A. – Sofia Branch 7. Ivan Petrishki SP 8. Job Point LTD 9. "Dunapack-Rodina" JSC 10. Foundation "Dignified Life" 11. Future 21 Century Foundation 12. Kaolin JSC 13. Mondi Packaging Stamboliiski 14. Plovdiv Chamber of Commerce and Industry 15. Polimeri 16. PolygrafsnaB GSC 17. Practiker, Sofia 18. Strategies Consulting Agency 19. Via Expo Ltd.	Direct involved in the supported employment process	keep them informed and to consult them and ask for their opinion and advice as much as possible.

	Local authorities: Municipality of Plovdiv, Social Services Directorate; International Cooperation and European Projects Directorate Job centres:	Responsible for the mainstreaming and multiplication of the supported employment	keep them informed and to collect their feedback for the improvement of the toolkit and for the further implementation of the supported employment approach in Bulgaria
	1. "Zaedno BG" Career Consultancy Company; 2. "Manpower Bulgaria" Ltd. 3. Regional Development Agency with Business Center for Support of SMEs 4. National Employment Agency 5. Executive Agency "Head Labour Inspectorate"	Responsible for the mainstreaming and multiplication of the supported employment	keep them informed and to consult them and ask for their opinion and advice as much as possible.
	Organisation of disabled people: 1. National Agency for People With Disabilities 2. National Association of the Deafblind, Plovdiv	Responsible for the wider dissemination of the supported employment among their members	keep them informed and to consult them and ask for their opinion and advice as much as possible.
High importance – high influence: Group B	Hearing and sensory impaired people (the names are available upon request - we should keep this private data separately)	Direct users	keep them informed and to consult them and collect their feedback (involvement in research, need analysis, enhancement of the toolkit and piloting)
	Mobility impaired people (the names are available upon request - we should keep this private data separately)	Direct users	and collect their feedback (involvement in research, need analysis, enhancement of the toolkit and piloting)
	Career counsellors - 1. Katya Hristeva 2. Svetla Dimitrova 3. Diana Nikolova 4. Atanaska Nikolova (the list will be enriched during the project lifetime)	Collaborators for further improvement and implementation of the approach	keep them informed and to consult them and collect their feedback (involvement in research, need analysis, enhancement of the toolkit and piloting)
	VET Trainers - to be reached	Direct users - could become Job Coaches	and collect their feedback (involvement in research, need analysis, enhancement of
	Parents, friends and relatives of disabled people (the names are available upon request - we should keep this private data separately)	Could support their disabled relatives in the process of their inclusion into the supported employment process	keep them informed and to consult them and collect their feedback (involvement in research, need analysis, enhancement of the toolkit and piloting)
Low importance – high influence:			

Group C			
Low importance – low influence: Group D	Social workers & Carers: Complex for Social Services Sliven, Complex for Social services Plovdiv		keep them informed
	Head of faculties / Managers of educational/training organisations: <ol style="list-style-type: none"> 1. University of Sofia, "St. Kliment Ohridski" 2. University of Plovdiv "Paisii Hilendarski" 3. University of Plovdiv "Paisii Hilendarski" 4. University of national and World Economy, Center for career development 5. Center for Human Resource Development 6. Center for Vocational Training, Plovdiv 7. Center for Vocational Training, "Finance and Insurance College" 8. Center for Vocational Training within the System of Bulgarian Trade and Economy Union, Sofia, Branch Plovdiv 9. Center for Vocational Training, "European College of Economy and Management", Plovdiv 10. Professional School of Food Technologies 11. Center for Vocational training, "EURO-ALLIANCE" Ltd., Plovdiv 		keep them informed

Note: add more lines into groups if necessary

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