



**United Nations Peacebuilding Support Office (PBSO)/Peacebuilding Fund (PBF)  
PROJECT DOCUMENT COVER SHEET**

<b>Project Title:</b> PBF/KGZ/E-1: PBF Secretariat Support to Joint Steering Committee and PRF projects	<b>Recipient UN Organization(s):</b> UNDP
<b>Project Contact:</b> Name: Alexander Avanesov, UNDP Resident Representative in the Kyrgyz Republic Agency and Address: UN House, Office of the UN Resident Coordinator, 160 Chui 720040 Telephone: +312 611 211 Email: alexander.avanesov@one.un.org	<b>Implementing Partner(s):</b> <u>Key counterparts:</u> - Department on Ethnic, Religious Policy and Cooperation with Civil Society of the President of the Kyrgyz Republic - Joint Steering Committee (JSC) - JSC Co-Chairs
<b>Project Number:</b> 00086831	<b>Project Location:</b> Bishkek city
<b>Project Description:</b> The project enables functioning of the Secretariat in its full capacity to support the work of the Joint Steering Committee and its Co-Chairs, work with all key stakeholders in peacebuilding in Kyrgyzstan. The Secretariat will coordinate and communicate among key stakeholders – national authorities, civil society and UN agencies, as well as monitoring of PRF projects to achieve the outcomes of the Peacebuilding Priority Plan in Kyrgyzstan.	<b>Total Project Cost: USD 850,000</b> <b>Peacebuilding Fund: 739,790.00 (in addition to USD US\$ 110,210 that were already allocated by the PBF previously and spent during the Surge project)</b> <b>UNDP BCPR TTF:</b> <b>Government Input:</b> <b>Other:</b> <b>Total: USD 850,000</b> <b>Project Start Date and Duration:</b> Start date: 24.05.2013 until the end of PPP implementation on 30.09.2016 (3 years and 4 months)
<b>PBF Outcomes<sup>1</sup>:</b> 1, 2, 6, 9, 10, 11 <b>PPP Outcomes:</b> 1, 2, and 3	
<b>Project Outputs and Key Activities:</b> Output 1. Consultation on drafting and approving of all projects has been successfully finalized Output 2. All projects are sufficiently coordinated to achieve their contribution to PPP outcomes Output 3. All stakeholders are regularly informed on the process of PRF projects' implementation, monitoring, evaluation in order to make appropriate and timely decisions. Output 4. Monitoring and evaluation of PRF activities successfully contributes towards achieving the goals of PPP Output 5. Capacity of JSC and all other relevant stakeholders is increased to enable better guidance and oversight to PRF activities	

<sup>1</sup> PBF specific outcome areas: 1 Security Sector Reform; 2 Rule of Law; 3 (DDR); 4 Political dialogue for Peace Agreements; 5. National reconciliation; 6. Democratic governance; 7. Management of natural resources (including land); 8. Short-term employment generation; 9. Sustainable livelihoods; 10. Public administration; and 11. Public service delivery (including infrastructure)

(for PBF-funded projects)

**Co-chairs of the Joint Steering Committee**

Name of Senior UN Representative

**Mr. Alexander Avanessov**

Signature

Title

**United Nations Resident Coordinator in the Kyrgyz Republic**

Date & Seal 11.12.2013

Name of Government Representative

**Mr. Daniyar Narymbaev**

Signature

Title

**Head of the Office of the President of the Kyrgyz Republic**

Date & Seal 12.12.2013

**Recipient UN Organization(s)**

Name of Representative

Alexander Avanessov

Signature

Title

UNDP Resident Representative

Date & Seal 11.12.2013

**National Implementing Partner(s)**

Name of Government Counterpart

Mira Karybaeva

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Title

Head of the Department of Ethnic, Religious Policy and Interaction with Civil Society of the Office of the President of the Kyrgyz Republic

Date & Seal 12.12.2013

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## **1. Background**

### **1.1. Key Challenges and Critical Peacebuilding Needs**

In June 2010, amid political and social tensions, violence erupted in the southern cities of Osh and Jalalabad, and their surrounding areas, resulting in the death of at least 470 people and displacement of 400,000 people, of whom 75,000 fled to Uzbekistan. Since then, the country has initiated a number of peacebuilding activities. Much progress has been made to stabilize the situation, with considerable support from the Peacebuilding Fund through two Immediate Response Facility contributions. Nonetheless, there are still peacebuilding needs and challenges that touch upon root causes of conflict and must be addressed to prevent the recurrence of violence. These issues are linked with the overall context of sustainable development, and left unaddressed could create further challenges. In this context, the Peacebuilding Needs and Priorities Assessment identified peacebuilding challenges and opportunities. Furthermore the Peacebuilding Priority Plan identified the main peacebuilding challenges and complex interaction between. These key factors are interlinked and mutually reinforcing, and positive changes in those dimensions can significantly contribute to the process of consolidating peace in the Kyrgyz Republic.

The following key factors related to value and behavior was identified in the Peacebuilding Priority Plan. A lack of trust prevails in all sectors of society, among different groups of people (often along ethnic lines). A lack of justice and the memories of the violent conflict in June 2010 and the previous conflict in 1990 significantly affect people, especially in areas where violence has taken place. It compounds lack of trust and increases the sense of insecurity. The sense of human insecurity among many people is high. The sense of insecurity exaggerates and is compounded by stereotypes, nationalism, inequality and discrimination, among other things. Inadequate legislation and partial implementation of laws and policies, lack of respect for the rule of law among sections of the population and among some officials, and the fact that people often are not held accountable for their actions cause and compound the problem of impunity.

In addition to key factors related to value and behavior, a number of structural factors that are essential for creating a favorable environment for peace were identified. The implementation of international human rights law in the country is a key factor in this regard. There are instances of weak state control and governance that affect the trust of people in state institutions, as those institutions tend to provide an unequal or uneven access to quality public services, leaving the room for discriminatory approaches and deprivation from social, economic, cultural, civil and political rights.

In addition, contextual issues that may affect the peacebuilding environment negatively were identified. Limited resources, poverty and food insecurity are some of the contextual issues that may affect the peacebuilding environment. A notable symptom of human insecurity – encompassing security, economic, social and structural factors – can be seen in external and internal migration, which, in turn, can be a destabilizing factor as it can contribute to weakening social cohesion. Similarly, urbanization affects conflict susceptibility as social cohesion weakens and limited resources can be stretched to the full. Regional dynamics may be noted with concern, including the issues with border delimitation and demarcation which is not complete with either Uzbekistan or Tajikistan.

The Peacebuilding Priority Plan relies on existing strategies and policies that are critical for peace building such as National Sustainable Development Strategy of the Kyrgyz Republic (2013-2017); Concept for National Unity and Interethnic Relations in the Kyrgyz Republic (2013); United Nations Development Assistance Framework in the Kyrgyz Republic (2012-2016); Peacebuilding Needs and Priorities Assessment (2013); Recommendations Kyrgyzstan received from the Universal Periodic Review (2010) and other human rights mechanisms, including the treaty bodies and Special Procedures and other relevant documents and conventions pertaining to the Kyrgyz Republic.

The Peacebuilding Priority Plan (PPP) which was developed and approved by the Joint Steering Committee indicates three priority outcomes:

1. Critical laws, policies, reforms and recommendations of human rights mechanisms, including UPR, are implemented to uphold the rule of law, improve access to justice and respect, protect and fulfill human rights.
2. Local self-government bodies, in partnership with related state institutions, and civil society, have the capacity to bridge divisions and reduce local tensions.
3. Policies, pilot initiatives and approaches are developed and implemented that enable the further development of a common civic identity, multilingual education and respect for diversity and minority rights.

In response to the PPP UN agencies drafted and submitted concepts notes which after review were developed into full proposals which are currently undergoing a review and discussed by the Joint Steering Committee.

## **1.2. Donor Mapping and Gap Analysis**

N/A

## **2. Project Concept**

In the spring of 2013 a Joint Steering Committee (JSC) was established by the decree of the President of the Kyrgyz Republic that is co-chaired by the Head of the Office of the President of the KR and the UN Resident Coordinator in the KR. The JSC is comprised of representatives from the Government, Parliament, Office of the President, Civil Society Organizations and the UN system with 28 people in total. The meetings of JSC are also attended by donors as observers.

The JSC has drafted and approved the Peacebuilding Priority Plan as well as concepts notes and now in the process of reviewing project proposals and as a next stage would oversee implementation of the projects. In order to facilitate and support the work of the JSC, a Secretariat was set-up to support the co-chairs of the JSC. The tasks of the Secretariat (among others) include the organization and preparation of JSC meetings, conducting consultations with relevant stakeholders, communicating the process of development and implementation of PPP to all relevant stakeholders to the wider society. The Secretariat serves as an interface between the strategic decision-making level bodies, state institutions and UN agencies in the country.

### **2.1 Relevance to Peacebuilding**

Please refer to the texts of Peacebuilding Needs Assessment and to Peacebuilding Priority Plan.

### **2.2. Catalytic Effects**

Facilitation of the development of the Peacebuilding Priority Plan has helped already to inform the work of other donors not only by their participation in the JSC meetings, but also by informing the work of the donor working group on peacebuilding (RECAP) an particularly the High Level Donor Meeting in July of 2013 in Bishkek.

Coordination with other donors through their participation in the JSC meetings, as well as through other means would ensure better complementarity of all peacebuilding activities in the country. During the period of implementation of the project Secretariat would build a coordination mechanism which would likely to be at least partially kept after the project ends.

### **3. Implementation Strategy**

#### **3.1 Target Groups**

The key stakeholders of the project are the national authorities of Kyrgyzstan and the UN Agencies. The key beneficiary is the Joint Steering Committee comprised of 28 people representing governmental institutions, civil society organizations and six UN agencies, as well as development partners as observers. The Office of the President of the Kyrgyz Republic including, particularly, its Department of Ethnic, Religious Policies and Interaction with the Civil Society would be among key counterparts of the project implementations.

UN agencies that would implement PRF projects and their implementing partners would be among beneficiaries of this project, and particularly the agencies' staff regard to coordination and communication, as well as in regard to for monitoring and evaluation.

Among other target groups are donors and other stakeholders who do not directly participate in implementation of the projects, but who benefits from the coordination function carried out by the project.

#### **3.2 Geographic Locations**

The project is located primarily in Bishkek and when it concerns monitoring and evaluation activities of PRF projects it would be working in their respective geographic representation or country wide.

#### **3.3 Description of activities, Implementation Approaches and M&E system**

The JSC Secretariat assists JSC in periodic review the Kyrgyzstan Peacebuilding Priority Plan (PPP), and associated objectives and guidelines, in response to evolving security, political and socio-economic issues in Kyrgyzstan and the JSC's ongoing consultation with PBF stakeholders. It also develops annual reports by PPP outcomes.

The Secretariat supports JSC under the overall supervision of the Co-Chairs of the JSC. The Secretariat supports the Office of the President and the UN RCO and will ensure transparent information flow of information among members of the JSC and provides overall coordination in monitoring of the progress towards PPP outcomes, including joint advocacy and outreach of PRF projects in Kyrgyzstan. It will comprise of the staff (and where required consultancy support) and be responsible for:

- Providing JSC/UNCT secretarial support including organising meetings, recording minutes and sharing documents with members of the JSC
- Documenting, communicating and ensuring follow-up of the JSC's decisions, particularly ensuring submission of appropriately signed and complete documentation on approved projects to the MPTF Office
- Maintaining a database on implementing partners
- In consultation with partners, proposing project selection criteria to be adopted by the JSC
- Reviewing and analysing project proposals, including ensuring all technical review, and submitting recommendations to the JSC
- Supporting inter-project coordination and providing guidance to Recipient UN Organizations on common methodology for Project / project costing, monitoring and evaluation and related issues
- Organising specific project impact monitoring and evaluation training and review (including independent impact evaluations)
- Tracking the implementation of projects and making recommendations for improvements, if deemed necessary

- Identifying problems that may arise in relation to project delivery and management and advising the JSC on appropriate action, with follow up and reporting back on progress or lack thereof
- Reviewing reports and status updates
- Acting as a local repository of knowledge regarding the rules and regulations of the PBF and related management arrangements
- As directed by the JSC Co-Chairs, supporting information sharing (including bulletins), awareness raising and training as required
- Ensuring linkages of PPP Kyrgyzstan to national processes, in particular Sustainable Development Strategy (2013-17), Concept on National Unity, UNDAF (2012-2016), UN Secretary General's 7-point agenda on gender responsive peace-building, UN Secretary General's decision on Durable Solution, and other relevant strategic frameworks.
- Promoting awareness on the PRF interventions amongst Government, civil society, the public and international partners
- Documenting issues and periodically sharing 'lessons learnt' with the JSC and PBSO
- Any other related tasks as directed by the JSC Co-Chairs

Secretariat assists JSC in its commitment to public disclosure with appropriate newsletters and press releases. Upon agreement with the Executive Coordinator of the MDTF Office (New York), related information shall also be posted on the UNPBF website [www.unpbf.org](http://www.unpbf.org). Such reports and documents may include records of decisions, summary sheets of approved projects, spending level and financial and progress reports and summaries of internal and external project evaluations. The JSC and the MDTF Office Executive Coordinator shall take all reasonable steps to ensure the accuracy and appropriateness of material to be posted.

The project will produce the following outputs and related activities:

**Output 1.** Consultation on drafting and approving of all projects has been successfully finalized

1.1 coordination of the process of submission of all needed documents by the implementing agencies and their review

**Output 2.** All projects are sufficiently coordinated to achieve their contribution to PPP outcomes

2.1 establishing mechanisms of coordination of projects within priority outcomes

2.2 establishing coordination mechanisms across relevant issues that are coming across all priority outcomes and all projects – gender, human rights, others.

2.3 establishing coordination mechanisms among projects working in the same pilot regions.

**Output 3.** All stakeholders are regularly informed on the process of PRF projects' implementation, monitoring, evaluation in order to make appropriate and timely decisions.

3.1 setting the flow of information among implementing agencies, between projects and JSC/UNCT, between the PBF and national counterparts and donors

3.2 ensuring that the decision making process of relevant stakeholders utilizes information on implementation, monitoring, evaluation in the best way

**Output 4.** Monitoring and evaluation of PRF activities successfully contributes towards achieving the goals of PPP

4.1 drafting and carrying out the PRF M&E plan

4.2 setting the monitoring and evaluation mechanism (including relevant group/s and processes) that engages all relevant stakeholders and first of JSC members

4.3 results of monitoring are used increasing effectiveness of the implementation of PRF projects.

4.4 planning and carrying PRF and project evaluation that would enable successful implementation of projects, as well as lessons learned for future peace building activities

**Output 5.** Capacity of JSC and all other relevant stakeholders is increased to enable better guidance and oversight to PRF activities

5.1 regularly review of the needs of JSC members, national counterparts and other stakeholders on increasing their capacities to exercise their functions on overseeing, advising, monitoring PRF activities

5.2 organize as needed capacity building sessions/workshops as needed

**Output 6.** Implementation of PRF activities is communicated to the wider public

6.1 ensuring visibility of PRF activities in the country and among relevant stakeholders

6.2 develop and consistently carry out outreach and communication strategy

### ***M&E system***

The Secretariat will be responsible for PPP Monitoring and Evaluation. Assistance and guidance will be provided to the JSC and RUNOs through quality control of the half year, annual and end of project narrative reports as well as of the reporting of RUNOs before submission to MPTF.

The Secretariat will be responsible for designing M&E systems at the PPP level:

- Providing RUNOs technical support in designing project level M&E systems,
- Refining the PPP Results Framework;
- Improving the PPP M&E Plan;
- Designing instruments of data collections/analysis/visualization;
- Providing technical support on M&E issues to RUNOs.

The project will support building M&E systems at PPP level:

- Developing and overview of project results framework, M&E plan and workplan;
- Disseminating reporting requirements of PRF projects;
- Conducting baseline data collection activities;

To sustain M&E systems at PPP level the Secretariat will:

- Ensure project reporting responsibility of RUNOs;
- Report the progress against PPP results;
- Conduct joint field monitoring visits with RUNOs/RCO/JSC/PBSO/Donors/IPs
- Equip the JSC and secretariat with monitoring capacities.

Measuring of the impact at PPP level will be done through:

- Overseeing project evaluations;
- Conducting an end-line survey;
- Conducting the final external evaluation on PPP.

At the end of the project the Secretariat will disseminate lessons learned, good practices and innovations. Please also see the PPP M&E plan (the annex I)



### 3.4 Sustainability, Exit Strategy and Replicability

The project contributes to the catalytic effect and sustainability and of the PPP by ensuring that the PRF resources are programmed on the basis of broad consultation, the availability of high-level expertise, and mobility for planned activities. It will also support an open dialogue between RUNOs and national counterparts on project implementation to ensure national ownership of projects' results.

Some of the project's activities such as baseline and final surveys will be planned jointly with national counterparts to ensure that the approach to measuring impact on peacebuilding would become an instrument to be used further.

### 3.5 Cost Efficiency

The project would ensure synergy of its activities with projects of implementing agencies by conducting joint activities such as perception surveys, joint monitoring and other activities that would serve the purpose of achieving results of PPP as well as results of the projects.

### 3.6 Risk Management

<b>Risks to the achievements of PPP outcomes</b>	<b>Likelihood of occurrence (high, medium, low)</b>	<b>Severity of risk impact (high, medium, low)</b>	<b>Mitigating Strategy</b>
<b><u>Stakeholder engagement</u></b>			Secretariat
Political and social disruption	Medium	High	assists JSC so that it constantly works with UN, government partners and civil society to sustain ownership of the process and jointly manage external risks
Weakening political will to achieve priority outcomes of the PPP	Medium	High	arranges continuous dialogue with state bodies and civil society to discuss the projects and their engagement in achieving the aims
Limited implementation of the National Sustainable Development Strategy	Medium	Medium	facilitates continuous high-level advocacy by the UN and the Joint Steering Committee to ensure that the Government remains committed to implementing relevant measures of the strategy that also relate to this plan
Implementation capacity of Recipient UN Organizations and Implementing Partners	Low	High	facilitates project selection process that also considers existing capacity of Recipient UN Organizations and Implementing Partners

<u><i>Access and security</i></u>			
Peacebuilding interventions fuelling tensions instead of promoting peace	Medium	High	undertakes continuous monitoring of changing conflict dynamics and application of Do No Harm methodology to ensure that all projects are conflict sensitive, making adjustments to project design where needed
Outbreak of violent conflict and natural disasters that could cause delays in implementation	Medium	High	ensures that projects are managing external risks through drafting of contingency plans

### 3.7 Results Framework

PROJECT LEVEL			
OUTCOME LEVEL	PROJECT RESULTS (OUTPUTS)	OUTPUT INDICATORS	OUTPUT BASELINES
<p><b>OUTCOME</b></p> <p>Coordination, communication among and monitoring by all key stakeholders – national authorities, civil society and UN agencies – enables achievement of PPP outcomes</p> <p><b>Indicators:</b> Overall successful external PRF evaluation PPP M&amp;E plan is implemented</p> <p><b>Baseline:</b> Activities on implementation of PPP has not started yet</p>	<p><b>Output 1</b> Consultation on drafting and approving of all projects has been successfully finalized</p>	<p><b>Indicator 1.1</b> 10 projects are approved taking into account views from all stakeholders</p>	<p><b>Baseline 1.1</b> 4 of the projects have been approved</p>
	<p><b>Output 2</b> All projects are sufficiently coordinated to achieve their contribution to PPP outcomes</p>	<p><b>Indicator 2.1</b> Coordination mechanisms among projects are established and functioning</p> <p><b>Indicator 2.2</b> Issues raised on adjustment of projects for better coordination</p>	<p><b>Baseline 2.1</b> No coordination mechanisms exist</p> <p><b>Baseline 2.2</b> No issues have been raised</p>
	<p><b>Output 3</b> All stakeholders are regularly informed on the process of PRF projects' implementation, monitoring, evaluation in order to make appropriate and timely decisions.</p>	<p><b>Indicator 3.1</b> Regularity and timeliness of information</p> <p><b>Indicator 3.2</b> The level of satisfaction of stakeholders with amount and appropriateness of information</p>	<p><b>Baseline 3.1</b> Implementation has not started</p> <p><b>Baseline 3.2</b> The level is above average</p>
	<p><b>Output 4</b> Monitoring and evaluation of PRF activities successfully contributes towards achieving the goals of PPP</p>	<p><b>Indicator 4.1</b> Joint monitoring mechanisms between Secretariat/JSC and RUNOs is set up</p> <p><b>Indicator 4.2.</b> Regularity of monitoring and evaluation undertaken by Secretariat</p>	<p><b>Baseline 4.1</b> No joint mechanism</p> <p><b>Baseline 4.2</b> No M&amp;E undertaken yet</p>

	<p><b>Output 5</b> Capacity of JSC and all other relevant stakeholders is increased to enable better guidance and oversight to PRF activities</p>	<p><b>Indicator 5.1</b> JSC members and all relevant stakeholders have relevant knowledge and skills to oversee PRF activities</p>	<p><b>Baseline 5.1</b> JSC members and other stakeholders have varied levels of skills and knowledge</p>
	<p><b>Output 6</b> Implementation of PRF activities is communicated to the wider public</p>	<p><b>Indicator 6.1</b> communication strategy is drafted and successfully implemented</p>	<p><b>Baseline 6.1</b> No strategy has been drafted yet</p>

#### 4. Management Arrangement and Partnership

##### 4.1 Implementation Capacity and Comparative Advantage

UN RCO with UNDP's support as an Administrative Agent locally has an extensive experience of managing, coordinating and providing secretariat support to joint projects that require multi-stakeholder coordination. Such experience includes coordination, management and implementation support including maintenance of reporting to MPTF and Joint Steering Committee in accordance with MPTF requirements of the One UN Programme. The One UN Programme is being implemented by 11 UN agencies in six thematic areas since 2010 through the Kyrgyzstan One Fund (US\$ 10 mln) and will finalize in 2013. This programme enabled to build high capacity to coordinate various stakeholders in large and complex projects as well as to contribute to the coherence and effective results using the Delivering as One model principles. The experience also includes RCO support to the design, implementation and monitoring of the peacebuilding projects that were supported by the UN Peacebuilding Fund through the Immediate Response Facility (IRF 1&2) as UN response to the April and June 2010 events crisis and to enhance peacebuilding efforts in the country while supporting vulnerable groups and communities, predominantly in southern Kyrgyzstan.

##### 4.2 Effective Partnership

<b>RUNOs/National Counterparts/Implementing Partners/Others</b>	<b>Roles and Contributions</b>	<b>Duration/Period of Engagement</b>
Office of the President/ Department of ethnic, religious policies and interaction with the civil society	Streamlining expectation on the side of national counterparts on the needs and approaches for engagement with projects	2,5 years
JSC members	Input and feedback for support provided by the Secretariat  Participation in joint (with RUNOs) monitoring activities	2,5 years
UN Agencies	Participation in coordination of project implementation and in their monitoring and evaluation	2,5 years
Donor community	Communication of extant and planned projects to avoid duplication/create synergies	2,5 years

##### 4.3 Management and Coordination Arrangements

Coordination arrangement is carried mainly through regular participation at the JSC meetings of all relevant stakeholders with presence of national counterparts, civil society, UN agencies and donors.

Additional coordination arrangements will be made by creation of coordination mechanisms within priority outcomes and across projects on issues such as gender, human rights and work in the same geographic locations.

Please also the annex 2 for the organogram.

#### **4.4 Administrative Arrangements (standardized paragraphs – do not remove)**

The UNDP MPTF Office serves as the Administrative Agent (AA) of the UN PBF and is responsible for the receipt of donor contributions, the transfer of funds to Recipient UN Organizations, the consolidation of narrative and financial reports and the submission of these to the PBSO and the PBF donors. As the Administrative Agent of the PBF, MPTF Office transfers funds to RUNOS on the basis of the signed Memorandum of Understanding between each RUNO and the MPTF Office.

##### **AA Functions**

On behalf of the Participating Organizations, and in accordance with the UNDG-approved “Protocol on the Administrative Agent for Multi Donor Trust Funds and Joint Programmes, and One UN funds” (2008)<sup>2</sup>, the MPTF Office as the AA of the PBF will:

- Disburse funds to each of the RUNO in accordance with instructions from the PBSO. The AA will normally make each disbursement within three (3) to five (5) business days after having received instructions from the PBSO along with the relevant Submission form and Project document signed by all participants concerned;
- Consolidate narrative reports and financial statements (Annual and Final), based on submissions provided to the AA by RUNOS, as well as the annual reports by PPP to be submitted by the Secretariat and provide the PBF consolidated progress reports to the donors and the PBSO;
- Proceed with the operational and financial closure of the project in the MPTF Office system once the completion is notified by the RUNO (accompanied by the final narrative report, the final certified financial statement and the balance refund);
- Disburse funds to any RUNO for any costs extension that the PBSO may decide in accordance with the PBF rules & regulations.

##### **Accountability, transparency and reporting of the Recipient United Nations Organizations**

Recipient United Nations Organizations will assume full programmatic and financial accountability for the funds disbursed to them by the Administrative Agent. Such funds will be administered by each RUNO in accordance with its own regulations, rules, directives and procedures.

Each RUNO shall establish a separate ledger account for the receipt and administration of the funds disbursed to it by the Administrative Agent from the PBF account. This separate ledger account shall be administered by each RUNO in accordance with its own regulations, rules, directives and procedures, including those relating to interest. The separate ledger account shall be subject exclusively to the internal and external auditing procedures laid down in the financial regulations, rules, directives and procedures applicable to the RUNO.

Each RUNO will provide the Administrative Agent and the PBSO (for narrative reports only) with:

- Bi-annual progress reports to be provide no later than July 31st;
- Annual narrative progress reports, to be provided no later than three months (31 March) after the end of the calendar year;
- Annual financial statements as of 31 December with respect to the funds disbursed to it from the PBF, to be provided no later than four months (30 April) after the end of the calendar year;
- Final narrative reports, after the completion of the activities in the approved programmatic document, to be provided no later than four months (30 April) of the year following the completion of the activities. The final report will give a summary of results and achievements compared to the goals and objectives of the PBF; and
- Certified final financial statements after the completion of the activities in the approved programmatic document, to be provided no later than six months (30 June) of the year following the completion of the activities.

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<sup>2</sup> Available at: <http://www.undg.org/docs/9885/Protocol-on-the-role-of-the-AA,-10.30.2008.doc>

- Unspent Balance at the closure of the project would have to be refunded and a notification sent to the MPTF Office, no later than six months (30 June) of the year following the completion of the activities.


**Ownership of Equipment, Supplies and Other Property**

Ownership of equipment, supplies and other property financed from the PBF shall vest in the RUNO undertaking the activities. Matters relating to the transfer of ownership by the RUNO shall be determined in accordance with its own applicable policies and procedures.

**Public Disclosure**

The PBSO and Administrative Agent will ensure that operations of the PBF are publicly disclosed on the PBF website (<http://unpbf.org>) and the Administrative Agent's website (<http://mptf.undp.org>).

Annex 1: PPP M&E Plan

Priority Outcome 1: Critical laws, policies, reforms and recommendations of human rights mechanisms, including UPR <sup>3</sup> , are implemented to uphold the rule of law, improve access to justice and respect, protect and fulfill human rights.							
Type of Change	Indicator	Baseline	Time-bound Target	Means of Verification (MoV)	Frequency of data collection	M&E Cost	Roles and Responsibilities
Structural	1.1 Proportion of cases brought to human rights and justice institutions <sup>4</sup> which are satisfactorily resolved	TBD	20% increase over baseline by end of 2016  *Milestones per year to be established	Records from human rights and justice institutions	Annual	\$3,000	
	*Disaggregated by geographic location, ethnic minority and gender						
Structural	1.2 Number of key policies and laws adopted or amended <sup>5</sup>	0	10 by mid-2015  List_Laws_&_policies -PRF.doc	Texts of law, policies, reforms; UPR; Reports on public hearings; Interviews with relevant stakeholders to document contributions of PRF interventions through developing, adopting and implementing critical laws, policies and reforms	Annual	\$3,000	Secretariat in collaboration with RUNOs
Structural	1.3 Number of corrective revisions/measures in the implementation of policies or laws that are acted upon as a result of oversight groups	0	5 laws or policies by end of 2015  *Different from the 10 laws identified above	Oversight groups' reports (Parliament, Ombudsmen Institute, civil society, Public Advisory Councils); Project reports	Annual	\$3,000	
Personal	1.4 Citizens' trust in national state institutions <sup>6</sup> is increased	TBD	10% increase over baseline by end of 2016	Perception Survey	Baseline in 2014, Endline in 2016	Baseline: \$74,000 Endline: \$60,000	

<sup>3</sup> While the Human Rights-Based Approach (HRBA) and the implementation of recommendations of human rights mechanisms, including UPR, present a cross-cutting issue that is critical for all outcomes in the Peacebuilding Priority Plan, a particular emphasis on the implementation of recommendations made by human rights mechanisms is made under outcome 1.

<sup>4</sup> Courts of first instance, Prosecutor's Office, the Supreme Court, the Ombudsman's Office, the National Centre for the Prevention of Torture (NPM)

<sup>5</sup> This refers to those laws that have to be amended or adopted in accordance to international human rights standards and implemented to uphold the rule of law, improve access to justice and respect/protect/fulfil human rights. While this indicator is not aiming at measuring the status of implementation of such laws, the reporting on outcome achievements will also include updates on implementation progress to demonstrate how catalytic interventions have helped to support and advance implementation.

<sup>6</sup> State institutions working on access to justice, human rights and rule of law within PRF project interventions.





Priority Outcome 2: Local self-government bodies <sup>7</sup> , in partnership with related state institutions, and civil society <sup>8</sup> , bridge divisions and reduce local tensions.							
Type of Change	Indicator	Baseline	Time-bound Target	Means of Verification (MoV)	Frequency of data collection	M&E Cost	Roles and Responsibilities
Structural	<p><b>2.1</b> Number of disputes taken up and documented by formal or informal local institutions increased</p> <p>*How many resolved, how many unresolved **Include sub-offices of Ombudsman's Office</p>	TBD	15% increase in number over baseline by end of 2016	LSG records; monitoring reports from local NGOs	Annual	\$3,000	
Relational, Structural	<p><b>2.2</b> Number of violent disputes decreases within targeted LSGs</p>	TBD	10% decrease in number over baseline by end of 2016	LSG records; monitoring reports from local NGOs	Annual	\$3,000	
Personal, Rational	<p><b>2.3</b> Citizens' trust in targeted LSGs increased</p> <p>*Disaggregated by geographic location, ethnic minority and gender **In data collection, include both targeted and non-targeted LSGs</p>	TBD	20% increase over baseline by end of 2016	Perception survey	Baseline in 2014, Endline in 2016	Indicated above	Secretariat in collaboration with RUNOs
Structural	<p><b>2.4</b> Percentage of existing LSG-led local grievance resolution mechanisms and decision-making bodies<sup>9</sup> in targeted communities that include under-represented groups</p>	TBD	100 by end of 2016	LSG records; monitoring reports from local NGOs	Annual	\$3,000	
Personal	<p><b>2.5</b> Number of youth in targeted</p>	TBD	15% increase in	Reports from implementing partners	Annual	\$3,000	

<sup>7</sup> LSG bodies in the context of the Kyrgyz Republic refer to 'aiyl okmotu' or 'aiyl okrugs' (local authorities at the village level).

<sup>8</sup> This does not only mean that the capacity of LSG bodies will be strengthened but also that civil society at the local level has to be supported so that LSG bodies and civil society can work together on peacebuilding more closely and effectively.

<sup>9</sup> Public preventive centers, Ayil Kenesh, public reception centers, local ethnic advisory councils, local Kurultay, redress mechanism (social cash transfer for poor families with children)

	districts who mobilize across ethnic lines to formally demand equal access to services		number by end of 2016				
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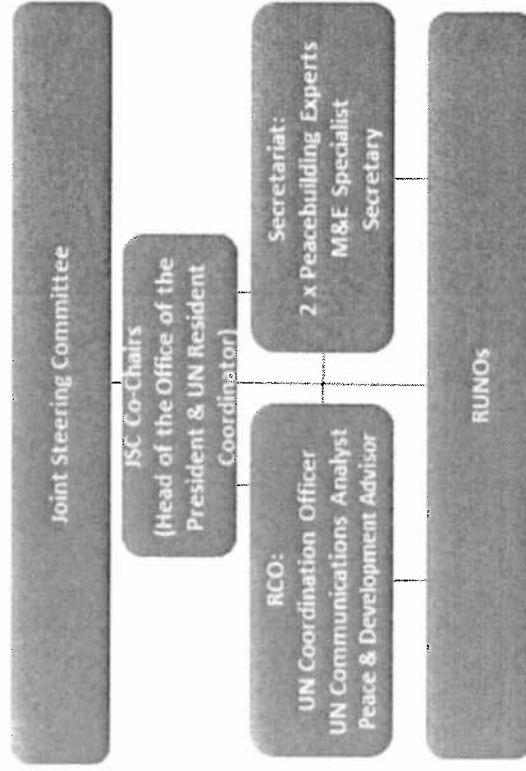
**Priority Outcome 3: Policies, pilot initiatives and approaches are developed and implemented that enable the further development of a common civic identity, multilingual education and respect for diversity and minority rights.**

Type of Change	Indicator	Baseline	Time-bound Target	Means of Verification (MoV)	Frequency of data collection	M&E Cost	Roles and Responsibilities
Personal	<b>3.1</b> Percentage of students, teachers, administrators and parents connected to MLE schools who increasingly value diversity  *Disaggregated by age, gender, geographic location, and ethnic/linguistic group	TBD	15% increase over baseline by end of 2016	Perception survey	Baseline in 2014, Endline in 2016	Indicated above	Secretariat in collaboration with RUNOs
Relational	<b>3.2</b> Incidents of media misconduct within the 5 most popular media outlets <sup>10</sup>	TBD	15% decrease in number by end of 2016	Media contents analysis; OSCE media monitoring reports	Annual	\$9,000	RUNOs and Secretariat
Personal	<b>3.3</b> Public perception of media as a vehicle for diversity  *Disaggregated by gender, age, geographic area, and those accessing targeted media versus those who don't	TBD	10% increase over baseline by end of 2016	Perception survey	Baseline in 2014, Endline in 2016	Indicated above	Secretariat in collaboration with RUNOs
Personal	<b>3.4</b> Percentage of citizens in targeted communities who have positive disposition toward "others"	TBD	10% increase over baseline by end of 2016	Perception survey	Baseline in 2014, Endline in 2016	Indicated above	Secretariat in collaboration with RUNOs

<sup>10</sup> Public Service Television and Radio Corporation, Super Info (newspaper in Kyrgyz), Tushuk.kg (online in Kyrgyz and Russian), Delo No. (newspaper in Russian), Fabula (newspaper in Kyrgyz)

Annex 2: Organizational Chart of Project Management Structure

Annex 2: Organizational Chart of Project Management Structure



Annex 3: Budget – a) Detailed Budget

<b>JSC Secretariat operational and technical costs</b>		
Expert for Secretariat (2) for 3 years		\$104,200.00
Secretary for 3 years		\$24,000.00
Peace and Development Adviser for 1 year/cost-sharing with UNDP-DPA Joint Programme		\$109,000.00
M&E expert for 3 years (NOB)		\$79,000.00
Logistics for Secretariat and JSC, workshops and meetings; translations, office equipment, etc. for 3 years		\$34,000.00
Consultancies/experts on needs basis & technical support visits (PBSO/ partners)		\$29,600.00
<b>JSC Secretariat Sub-Total</b>		<b>\$379,800.00</b>
<b>M&amp;E</b>		
Baseline perception survey (int'l research expert, survey company)		\$74,000.00
Endline perception survey (national expert, survey company)		\$60,000.00
Other monitoring cost according to M&E plan		\$30,000.00
Annual reviews (3 times)		\$15,000.00
External final evaluation		\$54,000.00
Joint monitoring field trips for Secretariat, RCO for 3 years		\$20,000.00
<b>M&amp;E Sub-Total</b>		<b>\$253,000.00</b>
<b>RCO</b>		
Coordination for results for 3 years		\$39,000.00
Communications, outreach		\$19,592.52
<b>RCO Sub-Total</b>		<b>\$58,592.52</b>
<b>Project Sub-Total</b>		<b>\$691,392.52</b>
<b>Indirect support costs (not exceed 7%)</b>		<b>\$48,397.48</b>
<b>Total</b>		<b>\$739,790.00</b>

a) Budget Summary: Secretariat Budget by PBF Cost Categories

<u>Project Budget by PBF Cost Categories</u>	TOTAL AMOUNT in USD (UNDP)
1. Staff and other personnel cost	179,400.00
2. Supplies, commodities, materials	3,202.52
3. Equipment, vehicles, furniture including depreciation	0
4. Contractual services	309,700.00
5. Travel	35,300.00
6. Transfers and grants to counterparts	0
7. General operating and other direct costs (including M&E)	163,790.00
<b>Sub-Total Project Costs</b>	<b>691,392.52</b>
8. Indirect support costs (not exceed 7%)	48,397.48
<b>Total Project Cost</b>	<b>739,790.00</b>