



United Nations Peacebuilding Support Office (PBSO)/ Peacebuilding Fund (PBF)

PROJECT DOCUMENT COVER SHEET

Project Title: Support to the Electoral Commission in Guinea Bissau	Recipient UN Organization(s): UNDP
Project Contact: Paulo Siqueira PMU Chief Technical Adviser Address: UNDP - Bissau Telephone: +251 922 7512 (Guinea-Bissau) E-mail: pauloconsult@gmail.com	Implementing Partner(s): CNE (Comissão Nacional de Eleições)
Project Number: <i>To be completed by UNDP MPTF Office</i>	Project Location: Bissau and Regions
Project Description: Provide technical assistance and electoral equipment to the Electoral Commission (CNE - Comissão Nacional de Eleições) in order to contribute to the restoration of constitutional order in Guinea Bissau.	Total Project Cost: [Estimated total cost of election is USD 19.6 million] Peacebuilding Fund: 796,080 USD UNDP BCPR TTF: 0 Government Input: 0 Other: N/A Total: 796,080 USD Project Start Date and Duration: January– April 2014 (4 months)
Gender Marker Score¹: 1 <i>Score 1 for projects with women mentioned explicitly in its objectives, but no specific activities are formulated nor is a budget reserved.</i>	
PBF Outcomes² (from an existing National Planning Framework or, if it does not exist, then PBF specific/ related to peacebuilding): <i>Support the implementation of peace agreements and political dialogue (Priority Area 1):</i> Uncontested election leads to the reestablishment of constitutional order in Guinea Bissau	

¹ The PBSO monitors the inclusion of women and girls in all PBF projects in line with SC Resolutions 1325, 1612, 1888, 1889.

² PBF outcome areas

1: *Support the implementation of peace agreements and political dialogue (Priority Area 1):*

(1.1) SSR; (1.2) RoL; (1.3) DDR; (1.4) Political Dialogue;

2: *Promote coexistence and peaceful resolution of conflicts (Priority Area 2):*

(2.1) National reconciliation; (2.1) Democratic Governance; (2.3) Management of natural resources;

3: *Revitalise the economy and generate immediate peace dividends (Priority Area 3):*

(3.1) Short-term employment generation; (3.2) Sustainable livelihoods

4) *(Re)-establish essential administrative services (Priority Area 4)*

(4.1) Public administration; (4.2) Public service delivery (including infrastructure).

Project outputs and key activities:

Output: Voting process conducted transparently, confidentially, securely and efficiently to address distrust by national stakeholders and lead to credible results

Activities:

- 1- Procurement and supply of electoral material, e.g. ballot paper, ballot boxes, plastic security seals, voting booths, indelible ink and other essential supplies
- 2- Technical assistance to CNE(National Electoral Commission)

(for IRF-funded projects)

Recipient UN Organization(s) UNDP <i>Name of Representative</i> Gana Fofang, Resident Representative <i>Signature</i> <i>Date & Seal</i> 	Representative of National Authorities CNE (Comissão Nacional de Eleições) <i>Name of Representative</i> Augusto Mendes, President of CNE <i>Signature</i> <i>Date & Seal</i>  - 2014
Peacebuilding Support Office (PBSO) <i>Name of Representative</i> Judy Cheng Hopkins, Assistant Secretary-General for Peacebuilding Support <i>Signature</i> <i>Date & Seal</i> Peacebuilding Support Office, NY	UNIOGBIS <i>Name of Representative</i> José Ramos Horta, SRSG <i>Signature</i> <i>Date & Seal</i> UNIOGBIS 13/11 

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PROJECT COMPONENTS:

COMPONENT 1: (The "WHY")

a) Situation analysis, financial gap analysis and assessment of critical peacebuilding needs

Conflict drivers and critical peacebuilding needs:

The coup d'état of 12 April 2012, which took place on the eve of campaigning for the second round of presidential elections, ended the longest-serving government in Guinea-Bissau since 1998. The coup happened as a result of a combination of internal causes: (a) strained relations within and between the military and the political leadership; (b) factionalism within the PAIGC, the majority party in Parliament, which led to the alliance of some PAIGC dissidents with the political opponents of Prime Minister Gomes Júnior, who together waged a campaign pressing for his dismissal; (c) the perceptions over the presence of the Angolan military assistance mission (MISSANG) which, during the electoral process, was seen by some members of the military leadership and the non-parliamentary opposition coalition, the Forum of Political Parties, as an attempt by the Government led by Gomes Júnior to shift the balance of power in his favor against the military leadership; and (d) the controversy over the presidential elections of March 2012. Accelerating factors leading to tensions among national actors included the exclusion of non-PAIGC elites from senior administrative positions following the party's victory in the legislative elections of 2008.

Following the military coup of 12 April 2012, constitutional order has not been restored in Guinea-Bissau notwithstanding the continuing efforts of the United Nations Integrated Peacebuilding Office in Guinea-Bissau (UNIOGBIS), sub-regional, regional and international partners to resolve the crisis. However, a consensus has gradually emerged amongst national and international partners that there is an urgent need to work towards the creation of an environment conducive to conducting transparent and credible elections, which would lead to the establishment of a legitimate government that can usher in more stable political, secure, social and economic conditions. Elections were initially scheduled for November 2013, but have been postponed. The new date that has been announced is 16 March 2014.

- Existing efforts and gaps:

At the beginning of May 2013, transitional authorities, political parties and the military agreed to (i) hold general elections in November 2013; (ii) select the president of the National Elections Commission (CNE), who will be a judge selected through a competitive process by the judiciary; (iii) nominate a new and more inclusive government with the mandate to implement the agenda for the remaining period of the political transition. Steps ii) and iii) have been concluded, but the election has been postponed to March 2014, ostensibly because of the delays in funding by the international community.

In anticipation of the elections, CNE has developed a comprehensive operational plan, which foresees the acquisition of 2,908 polling station kits. The kits involve the acquisition of ballot boxes, plastic security seals, voting booths, indelible ink and other essential supplies. While donors have made comprehensive pledges of electoral support, the vast majority of these pledges are earmarked and, to date, none cover these supplies, which need to be acquired urgently in order to meet the deadlines of the new electoral calendar.

To address these logistical challenges, UNDP's Electoral Project Management Unit (PMU) supporting CNE will have to be reinforced with an Electoral Project Manager and an Electoral Operations Specialist. Both experts will be part of the PMU structure and will supporting all areas of technical assistance provided by the UN to the electoral process.

b) Project (Portfolio) Justification

- Project's relevance to peacebuilding:

The rejection of the results of the first round of presidential elections by national stakeholders has been pinpointed as an important factor leading to the 12 April 2012 coup. There were allegations of fraud from five of the presidential candidates that were not addressed (the contestation process was overtaken by the coup), as well as allegations of voter disenfranchisement, particularly of young voters, due to electoral rosters based on out-dated information not updated since the census of 2008. To address the voter disenfranchisement concern, transitional arrangements initially provided for elections to be organized within one year, preceded by a biometric voter registration process. Elections have now been postponed to March 2014, but, regardless of delays, the transition will have to be concluded by recourse to an election, in order to ensure that legitimacy is restored to state institutions. Further delays beyond the March date are

likely to significantly increase the risk of political instability, as all parties lose patience with the transitional process.

- Catalytic effects:³

Lack of clarity with respect to the electoral process, uncertainty regarding funding and logistical delays are likely to impact the electoral calendar. Within this context, there are two important areas that require urgent support: the first is technical assistance to operational activities and electoral process management; the second is the acquisition of electoral supplies to ensure the smooth unfolding of Election Day. The two areas are complementary and are managed by CNE with support from UNDP.

An important entry point for catalytic support to the first area is CNE's national coordination capacity. The CNE national coordination team will be responsible for planning, supervising and managing the overall elections exercise countrywide, as well as for logistics, operations, human resources, financial management, legal aspects and IT, among others areas. Support to the national coordination is critical and urgent and will be provided through the UNDP Electoral PMU.

The second entry point for support is related to the procurement of basic but essential electoral equipment, such as the ballot papers, ballot boxes, plastic security seals, voting booths, indelible ink and other supplies. These are critical and will contribute to the transparency, confidentiality and security – and thus credibility – of the voting process.

The principle of PBF financing this electoral support project was agreed in September 2013 at the request of SRSG Ramos-Horta to help building momentum to conduct the elections as soon as politically and technically possible. The advance commitment from the PBF at a time when the funding situation was uncertain has provided a basis for the mobilization of support to the electoral process from other partners, notably Timor-Leste support to the electoral process with USD\$6 million, including 150 electoral kits and other disbursements. ECOWAS has pledged USD\$19m and paid up USD\$12.6m, including USD\$6m from Nigeria which country also bilaterally provided 300 voter registration kits, 25 vehicles and 25 laptops. To date, out of the 19.6 million USD budget, approximately USD\$16.7 million are being disbursed or have been disbursed to cover the electoral process (voter registration and the elections).

COMPONENT 2: (the “What”)

a) Project focus and target groups

- Project focus:

Following a Letter from the Transitional President of the Republic of Guinea-Bissau (08.05.2013), a Needs Assessment Mission (NAM) was deployed by EAD/DPA from 2 to 16 July and was conducted in close consultation with the UN presence on the ground. The purpose of the NAM was to evaluate the pre-electoral context ahead of the presidential and legislative elections. More specifically, the NAM assessed the political and security environment, the legal and institutional framework governing the electoral process, the capacity and needs CNE and other election stakeholders, and made recommendations on UN electoral support. Among others points, the mission recommended that:

- Given the relevance of the forthcoming elections for the political transition to end in Guinea-Bissau, technical and financial support should be given by the UN within the same framework that was used for the previous presidential elections in 2012. This implies, essentially, the reactivation of the PACE project. [The PACE projects – PACE I and II – have been the vehicles through which UNDP has been providing technical assistance to the electoral process in Guinea Bissau since 2000.] The main areas of technical support envisaged are in voter registration, operational planning, logistics and civic education/voter information. In this regard, UNDP should i) extend the implementation period of the Project in support of the electoral cycle in Guinea-Bissau (PACE II) to end December 2014 (allowing enough time for any possible technical delays in the announced dates, as well as limited post-election

³ Definition of Catalytic for PBF Projects: An initiative is catalytic when it a) launches an initiative that allows for longer-term or larger peacebuilding efforts or b) unblocks a stalled peacebuilding process and/or c) it undertakes an innovative, risky or politically sensitive intervention that other actors are unwilling to support and that addresses conflict factors. Also see www.unpbf.org/catalytic programming, or *Guidance Note How to programme for catalytic effects? (Annex 5.2)*

activities, evaluation and wrap-up); and ii) proceed with the resource mobilization and signature funding agreements with the different contributing partners.

- The Peace-Building Commission Guinea-Bissau Configuration could consider mobilizing funds complementary financial support to the electoral process, in order to ensure adequate funding within a relatively tight timeframe. PBC's mobilization of resources for the early election conducted last year were a particularly important contribution to the success of that election.

- Key target groups/beneficiaries:

The National Electoral Commission (CNE)

CNE is a permanent and independent body that works with the National Assembly and is responsible for the oversight, organization and management of the electoral processes and national referenda.

b) Theory of changes: linking activities to results

The theory of change is as simple as it is fundamental to breaking the current political impasse: it holds that if elections are conducted in accordance with international standards, the results are more likely to be accepted by all national stakeholders and thus lead to the re-establishment of constitutional order in Guinea Bissau.

COMPONENT 3: (the "How" or Implementation Strategy) (maximum one and a half pages)

a) Implementation approach

- Prioritization and phasing of support:

UNDP will initiate and manage the procurement of electoral materials mentioned above. Procurement will start as soon as PBF funds are received. The UNDP Electoral PMU, with the support of the Electoral Project Manager and an Electoral Operations Specialist, will provide the technical specifications of the materials to be purchased, including the design, the elements of security and other related features. The PMU experts will be responsible for the procurement of the materials and will accompany the process until delivery to CNE. The project will also supervise the storage of materials (once in possession of CNE) and their distribution to polling stations.

The current proposal involves the one-time procurement of:

- Ballot Paper
- Ballot Boxes
- Plastic Security Seals
- Voting Booths
- Indelible Ink
- Other essential supplies as required

It also provides for the recruitment of an international Project Manager and an Operations Specialist at P-3 level (for four months each under the current project) in coordination with the UNDP PACE II project (Support to the Electoral Cycle 2012-2014). (For more details on the PACE II project, please see below.)

- Project implementation modalities: Describe the implementation modality of the project (ex. UN Joint Project Pass-through modality or single RUNO's project). The project needs to have a Project Manager/Coordinator, responsible for its daily implementation. Describe the role and functions of the Project Manager/Coordinator and its team, if existing.⁴

Under the supervision of the CTA, the Project Manager will be responsible for the daily implementation and follow-up of the PMU activities, including procurement, and the development of the necessary technical specifications. The Project Manager's prime responsibility is to ensure that the project produces the results (outputs) specified in the project document, to the required standard of quality and within the specified constraints of time and cost. The Operations Specialist will provide daily direct support to CNE. All activities will take place under the direct supervision of the CTA.

⁴ It is recommended to annex ToRs of the Project Manager/Coordinator to the Project.

The PMU Team consists of a CTA, a Project Manager (to be recruited), a Logistics Expert, a Finance Specialist, an Electoral Operations Specialist (to be recruited) and a Civic Education Specialist. The PMU was established under the PACE II project (Support to the Electoral Cycle 2012-2014), which has served as the programming vehicle for managing the UNDP Electoral Basket Fund, which currently brings together the contributions from South Africa, the EU, the UK and Japan (in addition to left-over funds from Brazil, Turkey and Nigeria from the 2012 elections). The PBF contribution would allow the PMU to scale up its support to CNE in order to meet the challenges posed by the smooth unfolding of Election Day in terms of planning, budgeting, electoral material acquisition, staff management, operational procedures and the processing of results. In addition to the PMU, the project will involve UNVs who will help with electoral operations in the field.

b) Budget

- Budget break-down into categories:

CATEGORIES	TOTAL
1. Staff and other personnel	
2. Supplies, Commodities, Materials	570,000
3. Equipment, Vehicles, and Furniture (including Depreciation)	
4. Contractual services	174,000
5. Travel	
6. Transfers and Grants to Counterparts	
7. General Operating and other Direct Costs	
Sub-Total Project Costs	744,000
8. Indirect Support Costs*	52,080
TOTAL	796,080

- Detailed breakdown:

Item / Categories	Staff and other personnel	Supplies, Commodities, Materials	Equipment, Vehicles and Furniture	Contractual Services	Travel	Transfers and Grants to Counterparts	General Operating and other direct costs	Indirect Support Costs (7%)
1. Project Manager				87,000				
2. Electoral Operations Expert				87,000				
3. Ballot paper		220,000						
4. Ballot box		35,000						
5. Plastic Security Seals		25,000						
6. Voting Booth		40,000						
7. Indelible ink		130,000						
8. Office supplies		120,000						
7. Operational Management								52,080
TOTAL		570,000		174,000				52,080
								796,080

* The rate shall not exceed 7% of the total of categories 1-7, as specified in the PBF MOU and should follow the rules and guidelines of each recipient organization. Note that Agency-incurred direct project implementation costs should be charged to the relevant budget line, according to the Agency's regulations, rules and procedures.

Results Framework

Policy statement / national roadmap for peace building: The extreme fragility of the current political situation in Guinea Bissau demands a multi-pronged approach that can help Guinea Bissau achieve a sufficient level of social and political stability in order to be able to embark upon a process of political transformation that can put an end to the zero-sum game of coups and counter-coups.

Purpose of PBF support (type of expected change): PBF responds to an urgent gap in strengthening the capacities of the CNE to manage the electoral process according to international standards and providing basic electoral supplies which will be mandatory for ensuring the smooth unfolding of the Election Day

Theory of change statement: If elections are conducted in full compliance with international standards, the results are more likely to be accepted by all national stakeholders and thus lead to the re-establishment of constitutional order in Guinea Bissau

(1) Outcomes and kind of change required	(2) Indicators	(3) Baselines and time-bound targets	(4) Outputs and activities	(5) Indicators	(6) Baselines and time-bound targets	(7) RUNO & party responsible for Mobilizing inputs	(8) Inputs / budget	(9) Assumptions
<p>PBF Outcome:</p> <p>Uncontested election leads to the reestablishment of constitutional order in Guinea Bissau??</p>	<p>- All parties (winners and losers) accept election results</p> <p>- Elections meet international norms and standards</p> <p>- % vote out of total</p>	<p><i>12 April 2012 coup following contested first round of presidential election</i></p> <p><i>Target: No legal claim of major political parties to question final votes</i></p> <p><i>Target: International electoral</i></p>	<p>CNP able to manage electoral process as planned</p> <p><u>Main activities:</u></p> <p>1- Procurement and supply of electoral material, e.g. Ballot Boxes, Plastic security seals, voting booth, indelible ink, paper, badges, notebooks</p>	<p>(1) 2,809 Voting Stations with sufficient voting materials in place to ensure easy access to poll stations with respect of the agreed date of the Election Day</p> <p>2 CNP meeting all major targets of the operational</p>	<p>Baseline – Low capacity to support electoral and operational activities. Unavailability of electoral material to support a full electoral exercise elections process.</p> <p>Target: All voting stations with any time delay in place</p>	<p>UNDP</p>	<p>Activity 1 570,000</p> <p>Activity 2 174,000</p>	<p>1- Availability/Capacity of vendors to supply the materials within the short period before elections.</p> <p>2- Project Manager and Electoral Operations Expert on board to coordinate and support UNDP PMU and NEC.</p>

		observers officially confirm transparency and security of voting process Target: at least 50% valid votes received out of eligible voters	A4/5, pens, office materials, computer supplies, etc. 2 – Reinforcement of national technical capacity for electoral management	plan .	with full countrywide coverage Target: > xx % of CNP operational plan executed within the given timeline			
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Column (1) lists project outcomes. Outcomes measure behavior exchange and should be Focused on peacebuilding. The column also specifies what kinds of exchange are required to accomplish achieve the outcome. These can be: personal, relational, structural or cultural.

Example:

Outcome: National security services enabled to keep control of violent incidents falling on electoral campaigns Within urban areas. Structural changes.

Column (4) lists project outputs and activities, All which together lead to the achievement of the outcome. The outputs are project specific and focus on deliverables. Under EACH outcome, there should be a list of outputs Contributing to the outcome. Under EACH output, there should be the list of project activities all which are Contributing to the output.

Example:

Output: Training Provided to 500 members of the national security services.

Activities: Identification of security staff, creation of relevant training modules, conduct of training, assessment, refresher training.

Columns (2) & (5) Will Be All which list indicators used to track the status of output and outcome achievements in quantitative or qualitative form. Indicator formulation should be specific, measurable, attainable, relevant and time-bound (SMART). The number of indicators should be limited to 3 per 1 per output and outcome.

Example:

Of violent clashes related to the second round of the presidential elections (Disaggregated falling on / after vote)

Columns (3) & (6) Provide the baseline (ie current position) and set targets for EACH indicator with timeframes for achievement. Targets need to be measurable, verifiable and realistic.

Example:

Baseline: 75 incidents falling on first electoral period (from ... to)

Target (end of project): Significant reduction of violent incidents (at least 25%) Compared to last election

Column (7) lists the RUNO driving the project and outlines the person (from RUNO gold Implementing agencies) responsible for Ensuring inputs are Provided.

Column (8) lists the key inputs and Budget Will Be All which used For Each output.

Column (9) identified Assumptions That Have Been Made in the theory of exchange Regarding the outcome achievement in question.

- Systems for M&E of the project (portfolio):

The major reference for project monitoring and reporting will be the results framework of the IRF document. The M&E plan (see template 4.1 of PBF guidelines) will support the coordination of data sources that provide evidence of results achievements as planned and contributing to the peacebuilding process. Administrative M&E will be conducted by UNDP and UNCT according to UN rules and regulations. One of the main functions of the Project Review Board is - with support of the PBF Secretariat - the monitoring of project results.

The specific mechanisms that will be used to monitor the achievement of results will include:

- i. Project end reports and financial reports, prepared by the Project Manager for review by the Project Board; compliance with PBF standard reporting format will be mandatory;
- ii. The project monitoring will mainly rely on the reviews and statements of independent electoral observers which will hopefully provide as well lessons learned for PBF which can be applied in different contexts.
- iii. As the total amount of this IRF is less than 1.5 million US\$, a final independent evaluation will not be mandatory. However, the achievements of this project might be evaluated at a larger scope within a IRF portfolio evaluation (basket funding);
- iv. A final report will be prepared by UNDP, which includes lessons learned and good practices, within 3 months of the end of the Project and submitted for review and consideration by the Project Review Board.

COMPONENT 4: (The "WHO") (maximum one and a half pages)

a) Implementing agencies and their capacity:

- List of RUNOs and implementing agencies: *List all implementing Recipient UN Organizations(s) and any other implementing agencies for the project(s), governmental or non-governmental.*

UNDP will be the Recipient Agency and will implement the project using the DIM modality.

- Implementing agency capacity:

UNDP has been supporting elections in Guinea-Bissau for many years, and, as such, has created internal capacity for technical assistance. UNDP has also been the manager of a donors' 'basket fund' for electoral cycles in Guinea-Bissau under the PACE I and, more recently, PACE II projects (2012-2014). Given the experience of UNDP-GB in managing elections, it has been selected by the EU to manage a project in support electoral cycles in CPLP countries and Timor-Leste, the Pro-PALOP-TL project, for a total of 6.1 Million Euros.

b) Project Management Arrangements and coordination:

- Project management and coordination:⁵

As provided for by DIM, UNDP ensures effective management of the project and the funds working closely with CNE. CNE is supported by UNDP in developing plans and detailed operating budgets for the electoral process. The UNDP Electoral PMU will coordinate, manage and provide all required technical assistance and support to the CNE for the implementation of electoral activities and submit periodic progress reports on the activities.

The Steering Committee established under the PACE II project will be responsible for the general oversight of activities under the PBF IRF project, including financial oversight and approval of funding allocations within the overall budget as recommended by the PMU. The Steering Committee is composed by the UNDP Resident Representative, the President of CNE, Basket Fund partner representatives, Government, CNE, GTAPE, MFA, Ministry of Finance, and civil society.

c) Administrative Arrangements (standardized paragraphs – do not remove)

The UNDP MPTF Office serves as the Administrative Agent (AA) of the 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)⁶, 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 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 provided 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

⁶ Available at: <http://www.undg.org/docs/9885/Protocol-on-the-role-of-the-AA,-10.30.2008.doc>

- 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.
- 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>).

Component 5: Annexes

Annex A:

Donor Mapping in Peacebuilding Strategic Outcome Area/s (including UN agencies) and gap analysis

Peacebuilding Strategic Outcome Area	Key Institution	Key Projects/Activities	Duration of projects/activities	Budget in \$	Estimated gap in \$
<i>Ex. : Security Sector Reform, Defence Sector Reform and Combating Drug Trafficking</i>	1) <i>The Gov of Brazil,</i>	1) <i>Brazil: Police and military academies</i>	1) <i>2 years : from march 2009 to February 2011</i>	1) <i>2 Million</i>	1) <i>300,000</i>
	2) <i>UNIOGBIS + UNDP</i>	2) <i>UNIOGBIS: Technical assistance to police reform and reform of the armed forces; UNDP: Support to SSR National Steering Committee</i>	2) <i>1 year: from September 2010 to august 2011</i>	2) <i>4 Million</i>	2) <i>1 million</i>
	3) <i>EU</i>	3) <i>EU : Rehabilitation of justice infrastructure (courts, BAR Association)</i>	3) <i>3 years</i>	3) <i>10 Million</i>	3) <i>3 million</i>

Annex B:

Mapping of UN Recipient Organizations

Please include exhaustive information of annual budgets of each recipient agency (RUNOs) in the targeted outcome area.

UN Agency	Key Sectors (top five or fewer)	Annual Budget (last year) per Recipient Organization in key sectors ⁷	Annual Budget (this year) per Recipient Organization in key sectors ⁸	Projection of Annual Budget (next year) per Recipient Organization in key sectors	2012 Annual Delivery Rate (Agency Total)
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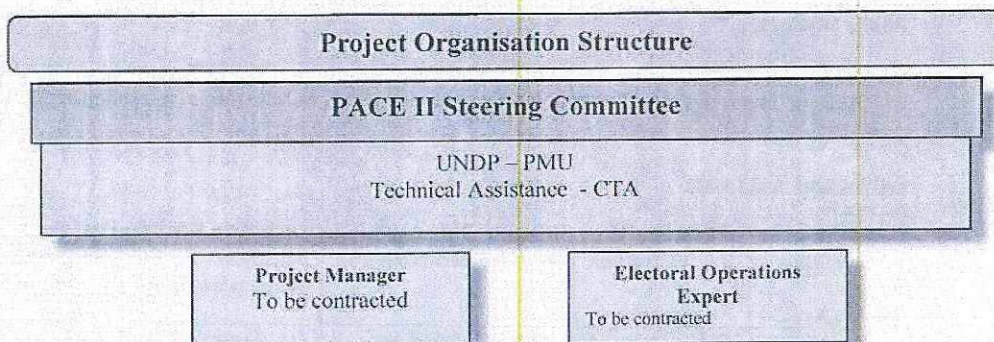
⁷ If UNDP is one of the Recipient Agencies, specific information shall be included on whether the country is benefiting of BCPR Thematic Trust Fund and if yes, the amounts allocated and the funding gaps need to be specified

⁸ If UNDP is one of the Recipient Agencies, specific information shall be included on whether the country is benefiting of BCPR Thematic Trust Fund and if yes, the amounts allocated and the funding gaps need to be specified

Ex.1)UNDP	(1) Strengthening of justice and Security Sector Reform (2)	1) 2010-2011: USD 2 Million (SSR)	1) 2012: 3,854,817.00 USD from Thematic Trust		2012 budget: US\$ 9.3 m Annual delivery rate: 75%
Ex. 2) UNICEF	1) Basic Education and Gender Equality 2)	1) 2010-2011: USD 5 Million	1) 2012: 3,228,060 USD		Annual budget: US\$11,026,559 Annual delivery rate : 93%

Annex C

Suggested Organigram to be used for the Project's Joint Steering Committee or the Project Board.



ANNEX D

TARGET TABLE FOR OUTCOME AND OUTPUT INDICATOS OF THE RESULTS FRAMEWORK

This target table will be used for reporting (see templates 4.2 to 4.5).

Using the Programme Results Framework from the Project Document - provide an update on the achievement of indicators at both the outcome and output level in the table below. Where it has not been possible to collect data on indicators, clear explanation should be given explaining why, as well as plans on how and when this data will be collected.

This target table will be used for MPTFO reporting

	Performance Indicators	Indicator Baselines	Planned Indicator Targets	Targets actually achieved
Outcome 1 ⁹	Indicator			
Output 1.1	Indicator 1.1.1			
	Indicator 1.1.2			

⁹ Either country relevant or PMP specific.

Output 1.2	Indicator 1.2.1			
	Indicator 1.2.2			
Outcome 2	Indicator			
Output 2.1	Indicator 2.1.1			
	Indicator 2.1.2			
Output 2.2	Indicator 2.2.1			
	Indicator 2.2.2			

Annex E: to be submitted as a word document to MPTF-Office



**PEACEBUILDING FUND
PROJECT SUMMARY**

Project Number & Title:	Support to the Electoral Commission in Guinea Bissau	
Recipient UN Organization:	UNDP	
Implementing Partner(s):	CNE (Comissão Nacional de Eleições)	
Location:	Bissau and Regions	
Approved Project Budget:	796,080 USD	
Duration:	Planned Start Date: January 2014	Planned Completion: April 2014 (4 months)
SC Approval Date: (Actual Dates)	NA	
Project Description:	Provide technical assistance and electoral equipment to the Electoral Commission (CNE - Comissão Nacional de Eleições) in order to contribute to the restoration of constitutional order in Guinea Bissau.	
PBF Priority Area:	Support the implementation of peace agreements and political dialogue (Priority Area 1).	
PBF Outcome:	Uncontested election leads to the reestablishment of constitutional order in Guinea Bissau.	
Key Project Activities:	<p>Output: Voting process conducted transparently, confidentially, securely and efficiently to address distrust by national stakeholders and lead to credible results</p> <p>Activities:</p> <ol style="list-style-type: none"> 1- Procurement and supply of electoral material, e.g. ballot paper, ballot boxes, plastic security seals, voting booths, indelible ink and other essential supplies 2- Technical assistance to CNE(National Electoral Commission) 	