



**Iraq UNDAF Fund
Joint Programme/ Project Revision Request Form**

To: Jacqueline Badcock , DSRSG
Co-Chair – Iraq UNDAF Fund Steering Committee

Date: 28 September 2014

Thamir Ghadban , Government of Iraq
Co-Chair – Iraq UNDAF Fund Steering Committee

Requesting UN Organization:
UNDP

Through: Titon Mitra
Head of Steering Committee Support Office

From: Adam Abdelmoula
UNDP Iraq Country Director

JP/ Project Title:	Institutional Development Support to the IHEC Phase II		
JP/ Project Number:	P1-06	Original Budget	US\$2,134,050
Participating UN Organizations(s)	UNDP, UNOPS		
JP/ Project Start Date¹:	25 October 2013	Original JP/ Project End Date:	31 December 2014
Previous Requests:	None		
JP/ Project Location:	Nation-wide		

Type of Programme /project variation requested *(Please check as required and provide details in the Justification):*

- Extension of JP/ project duration
- Movement of funds between budget components
- Change of JP/ project scope
- Additional funding

¹ The start date is the date of the first transfer of the funds from the MDTF Office as Administrative Agent. Transfer date is available on the [MDTF Office GATEWAY](http://mdtf.undp.org) (<http://mdtf.undp.org>).

1. Progress of Project:					
Outputs expected as per approved project document	Status of Achievement				
	Fully achieved	Partially achieved	%	Not achieved	Explanation
1.1 An improved Legal Framework for Electoral Processes.		Yes	60%		<ul style="list-style-type: none"> • Guidance provided on electoral legal interpretations. • Complaints process for the COR elections reviewed. • Study visit to Australia on electoral dispute resolution processes conducted.
1.2 IHEC has improved Strategic Planning Processes.		Yes	55%		<ul style="list-style-type: none"> • Strategy for harmonisation of candidate data under discussion • Advice on OCV for COR elections
1.3 IHEC has enhanced external capacities relations		Yes	56%		<ul style="list-style-type: none"> • Concept note on political party dialogue prepared. • Dialogue sessions planned for implementation after elections.
1.4 IHEC has stronger female representation in the organization and is able to advocate effectively for the participation of women in electoral exercises.		Yes	55%		<ul style="list-style-type: none"> • 4 meetings held with the IHEC Gender team. FAQs developed targeting women voters • Campaign tools developed for the COR elections. • Support to IHEC's efforts to mainstream gender in the COR electoral process.
2.1 IHEC has enhanced IT infrastructure and know-how to more effectively support electoral events.		Yes	60%		<ul style="list-style-type: none"> • Draft outline of the technology roadmap and strategy developed in association with the IHEC IT department. • On-the-job training for WiFi Infrastructure Management and Security conducted

2.2 IHEC has enhanced voter registration capacities.			65%	<ul style="list-style-type: none"> • Disaster recovery procedure developed for the Voter list database systems. • Initial discussions have taken place with IHEC on the processes and project plan for Biometric Voter Registration.
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2. UNDP Project Expenditure to Date:

Total Consolidated figures:

Total Commitments² USD 1,174,159

Total Disbursements³ USD 1,163,985

3. Justification / Explanation of Revision Requested:

A. Background

This programme has been jointly developed by the UN and the Iraqi Independent High Electoral Commission (IHEC) to support the IHEC in its continued institutional development as a sustainable institution within the government structure of Iraq, carrying out its constitutional mandate independently, efficiently, transparently and accountably, in line with professional standards.

The programme objectives are based on the results of a mid-term review of the current Institutional Development Support to the IHEC initiative (G11-23) which took place in March 2012 and the Elections Needs Assessment Mission from the UN Electoral Assistance Division of DPA which took place from 20th November to 2nd December 2012. It is also based on discussions with the senior management of the UNAMI led International Electoral Assistance Team (IEAT) and with discussions held with the current Board of Commissioners. The suggested outputs set out in the project document, as well as the corresponding activities, also take into account the work accomplished to date with IHEC. Finally, it takes on board recommendations from the current international advisors working closely with the IHEC on a day-to-day basis, and lessons learned from recent electoral events. These objectives aim to address significant gaps in the following areas:

² Commitments: All legally binding contracts signed (for goods, works, and services -including services performed under individually recruited personnel contracts) as permissible by the respective UN Organization's financial rules and regulations. Please note that the commitments reported are the total amount of binding contracts entered by the UN Organization and SHOULD NOT BE REDUCED as a result of disbursements made against the commitments since the purpose is to determine the balance of funds available for project activities.

³ Disbursements

Actual payments (for goods, works, and services -including for services performed under individually recruited personnel contracts) made against signed contract commitments. In most cases total reported disbursements should not exceed total commitments, except in cases where disbursements are made against non-committed project funds (such as small scale payments, indirect programme costs etc. where no commitments are raised prior to payment).

1. Institutional framework and organisational capacity of the IHEC as Iraq's permanent electoral institution, established under the constitution;
2. Human resource capacity of the IHEC (staff skills, knowledge and resources) at both central and governorate office levels;
3. Technological capacity to manage electoral processes in a sustainable manner.

The programme will be implemented through strong partnerships between the IHEC and the various UN entities mandated and experienced in the sector of electoral support to Iraq. The successful implementation of programme activities is expected to contribute significantly to the achievement of outcomes prioritised in the UN Development Assistance Framework 2011-2014.

B. Request for additional funding

B1. Justification

UNDP requests for additional funding to its Institutional Development Support to the IHEC Phase II Project for implementation of some key activities as part of the exit strategy before it is operationally closed on 31 December 2014. The activities which need to be implemented are critical to the sustainability of credible electoral processes in Iraq.

Iraq held successful Council of Representatives and the Kurdistan Regional Government Governorate Council elections on 30 April 2014. The UN provided support to the electoral process in form of technical advice and capacity strengthening to the IHEC. While the two sets of elections proved that the IHEC has developed adequate institutional capacity and is capable of conducting complex elections without external support, it is of utmost importance for the UN and IHEC to conduct a comprehensive review of the electoral processes, draw some lessons and best practices that could be incorporated in future elections. There is also need to carry out an internal final evaluation of the project implementation to ensure that the accomplishments made by the IHEC through the UN support are sustained in subsequent electoral cycles for the benefit of the democratic process in Iraq.

The Institutional Development Support to the IHEC Phase I project was financially closed on 31 March 2014 and a total fund balance of US\$3,187,000 had been returned to MPTF office. It is therefore requested that some of these funds be allocated to the Institutional Development Support to the IHEC Phase II project for the implementation of essential activities before its operational closure.

B2. Activities to be implemented with the requested additional funds

UNDP will provide support to the IHEC's planning and implementation of two workshops on lessons learnt from the Council of Representatives and Kurdistan Region Governorate elections. These workshops aim to bring together the relevant IHEC staff and the UN advisors as implementing partners to undertake a review of the management of the 2014 COR and KRG elections and draw some lessons and recommendations for improving the conduct of future elections in Iraq.

UNDP will also support joint UN-IHEC final review of the electoral programme implementation by extracting best practices and coverage area to determine capacity gaps that still remain and whether there is still need for UN capacity building support.

In summary, UNDP will carry out the following activities:

- Two workshops on lessons learnt from the 2014 Council of Representatives and Kurdistan Region Governorate elections; and
- Internal final review of the project implementation.

C. Request for Change of scope

C.1 Change Requested

No change in the scope is planned.

C.2 Justification

No change in the scope is planned.

D. Request for Budget Revision

D1. Additional funds requested: (increase in budget by 61%)

This request for additional funding of US\$669,404 is to finance the funding gap that the project has. This phase II project was only funded to the tune of US\$2,134,050 from the savings that were made in the first phase. This left a huge funding gap of US\$5,807,539. The amount being requested is therefore meant to partly finance this gap to enable UNDP. As this funding is still not adequate to fully cover the gap, the work plan has been revised to only reflect the activities that will be financed by the additional funding.

Summary of increase of funds:

Budget Component	Approved Budget	Additional Funding Requested	Revised Budget
1 STAFF AND OTHER PERSONNEL COSTS	\$818,172	\$329,620	\$1,147,792
2 SUPPLIES, COMMODITIES, MATERIALS	\$6,001	\$200	\$6,201
3 EQUIPMENT, VEHICLES AND FURNITURE	\$0	\$0	\$0
4 CONTRACTUAL SERVICES	\$0	\$170,000	\$170,000
5 TRAVEL	\$150,868	\$96,000	\$246,868
6 TRANSFERS AND GRANTS COUNTERPARTS	\$0	\$0	\$0
7 GENERAL OPERATING AND OTHER DIRECT COSTS	\$48,752	\$29,791	\$78,543
TOTAL PROGRAMME COST	\$1,023,793	\$625,611	\$1,649,404
8 INDIRECT SUPPORT COSTS	\$71,665	\$43,793	\$115,458
TOTAL	\$1,095,458	\$669,404	\$1,764,862

D.2 Justification

1. Staff and other personnel costs (40%)

The increase in personnel costs will enable UNDP to fund existing staff until the end of the year and to offset the over-expenditure under this budget line. The initial budget was not adequate to cater for staff for the duration of the project.

2. Supplies, commodities and materials (3%)

There is a minimal increase on this budget item to cover the duration of the project.

3. Equipment, vehicles and furniture (no change)

N/A

4. Contractual services (170%)

UNDP will implement four key activities in the remaining half of the project (See B2 above). The allocation is meant to cover the costs related to these activities.

5. Travel (64%)

This is to cover for additional travel costs for staff missions, workshop attendance as well as R&R and life support.

6. Transfers and grants to counterparts (no change)

N/A

7. General operating and other direct costs (no significant variation) (61%)

No variation, in accordance with requirements for operating and direct costs until the end of 2014.

8. Indirect support costs (61%)

GMS charged on the additional funds.

4. Mitigation strategy in place to ensure compliance with the additional funding requested:

The additional funding is earmarked for activities that are already at an advanced stage with regard to planning. Once the funds are made available, the activities will be implemented as within the project's lifespan. Discussions on target beneficiaries and dates for the activities are already underway to ensure that there are no implementation delays once the funding is made available.

5. Documents Attached:

- X Additional budget sheets
- X Revised 2014 Annual Work Plan

Head of Coordinating UN Organization:	Signature:	Date:
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6. Approval requirements:

- Request requires approval by Co-Chairs of the Iraq UNDAF Fund Steering Committee
- Request requires approval of Iraq UNDAF Steering Committee