IRF - REVISED PROJECT DOCUMENT

TEMPLATE 2.3





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

Project Title: PBSO Surge Support to Autonomous Region of Bougainville (ARB) in Papua New Guinea (PNG) for preparation of Peacebuilding Priority Plan	Recipient UN Organization(s): UNDP
Project Contact: Ms Julie Bukikun (Assistant Resident Representative — Governance) UNDP, UN House, Deloitte Tower, 14 th floor Port Moresby, Papua New Guinea Telephone:+ 675 321 2877 Email: julie.bukikun@undp.org	Implementing Partner(s) – name & type (Government, CSO, etc): 1. UNDP 2. Department of the Prime Minister and National Executive Council (DPMNEC), Government of Papua New Guinea. 3. The Autonomous Bougainville Government (ABG), Autonomous Region of Bougainville
Project Number: PBF/IRF-74 (00088005)	Project Location: Autonomous Region of Bougainville, Papua New Guinea
Project Description: One sentence describing the project focus and purpose.	Initial PBF approved budget: USD160,414.40 Additional PBF budget requested: USD192,222.73 New Total PBF Project budget: USD352,637.13
The project aims at strengthening the capacities of the Government of Papua New Guinea, the Autonomous Bougainville Government (ABG) and the UN Country Team to lead a consultative peace and development analysis and the development of a strategic Peacebuilding Priority Plan for ARB.	Project Start Date: 15 October 2013 Initial Project End Date: 15 April 2014 Revised End Date: 31 December 2014
Gender Marker Score ¹ : _1 Score 3 for projects that have gender equality as a principal ob Score 2 for projects that have gender equality as a significant of Score 1 for projects that will contribute in some way to gender Score 0 for projects that are not expected to contribute noticed	objective. equality, but not significantly.

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

Project Outcomes:

National and Regional Authorities together with UNCT and other partners have successfully undertaken an open and inclusive consultation process leading to the common understanding of critical peacebuilding needs and the common commitment towards a Peacebuilding Priority Plan.

PBF Outcome Area²

5.1 PBF management and administration

REVISED PROJECT DOCUMENT COVER SHEET

(for IRF	-funded projects)
Recipient UN Organization(s) UNDP	Representative of National Authorities
Roy Trivedy, UNDP Resident Representative	Sir Manasupe Zurenuoc, Kt OBE Chief Secretary, Government Department of Prime Minister & NEC
Signature	Signature
United Nations Development Programme Papua New Guinea	Date & Seal 23/5/2014
Peacebuilding Support Office (PBSO)	Resident Coordinator (RC)
Judy Cheng-Hopkins, Assistant Secretary-General, Peacebuilding	Roy Trivedy
Support	Signature
Signature	RCO,
Peacebuilding Support Office, NY Date & Seal	Date & Seal 21/05/2014

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).

^{5:}PBF management and administration

^(5.1) PBF management and administration

Table of contents:

Length: Max. 15 pages

I. Peacebuilding Context and Rationale for PBF support

- a) Changes to peacebuilding context
- b) Rationale for and impact of this project revision

II. Objectives of PBF support and proposed implementation

- a) New Project outcomes, theory of change, activities, targets and sequencing
- b) Revised Budget
- c) Capacity of any new RUNO(s) and implementing partners

III. Management and coordination

- a) Project management
- b) Risk management
- c) Monitoring & evaluation
- d) Administrative arrangements (standard wording)

PROJECT COMPONENTS:

(N.B. 1: All the italicized text on the pages below is to be used as guidance for what should be provided. The actual submission does not need to contain the italicized text.)

I. Peacebuilding Context and Rationale for PBF support

- a) Changes to peacebuilding context: The situation remains the same.
- b) Rationale for and impact of this project revision: The initial surge request focused on the institutional setup and the Peace and Development Analysis (PDA) with the aim of preparing a robust and strategic Peacebuilding Priority Plan (PPP) to guide the areas for the PBF support.

The project revision is necessary due to (1) slower than expected implementation, and (2) higher than expected costs. (1) The process to set up the institutional arrangements and to conduct the PDA took longer than anticipated. This was partly due to the logistical challenges of geographical distance between the national capital Port Moresby and the island of the Autonomous Region of Bougainville. More importantly, the process of joint analysis and needs assessment is as important as the outputs themselves, and therefore required more time than expected to ensure a participatory, inclusive and conflict-sensitive approach. (2) The longer timeline raised the costs, as addition meetings and travel etc. were required. This was further exacerbated by a security incident by Interpeace which required an additional mission by Interpeace to ensure the PDA can be concluded. As a result, there was a budget deficit under the first Surge Support – despite using additional UNDP funding to cater for incurred costs - and available PBSO funding had to be used differently as opposed to outlined in the initial work plan. The revision will allow developing the PPP and keeping the strong momentum of the PBF process in PNG/Bougainville.

The outputs and achievements of the initial surge support are:

- 1. Successful establishment of the Joint Steering Committee (JSC) which (I) endorsed the Terms of Reference and methodology for the PDA, and (ii) members of the JSC provided comments on the emerging findings of the Analysis.
- Successful establishment of the Technical Committee to the JSC which enabled technical support and advice to the JSC to perform their responsibilities under the TORs, in particular through the review and discussions of PDA methodology and emerging findings.
- 3. Increased capacity/understanding of peacebuilding by ABG and other stakeholders. The participatory and inclusive PDA consultation process with locally driven women and youth consultations which developed organically, and the emergence of findings summarized in a draft report. Positive feedback on the latter has been received from PNG National Government and Autonomous Bougainville Government, and also from the Australian and New Zealand

Governments. The PDA has become a strategic tool for longer term interventions.

- 4. An additional achievement of the PDA process is the ABG internal consultation process catalyzed, and the increasing dialogue between the National Government and Autonomous Bougainville Government. Following the PDA discussions, there has been growing dialogue between the Governments paving the way for the PPP to proceed with 20 May 2014 set as the date to discuss the next steps and drafting of the PPP.
- 5. A secondary effect was the submission and approval of a World Bank UN partnership Trust Fund proposal to/by PBSO focusing on 'Foundational Pre-Referendum Analytical Work on Peace and Development for Bougainville', with a budget of USD 215,000. This illustrates the catalytic nature of the PBF process.

Due to the slower than expected implementation and higher than expected costs, additional support is now required for the development of the PPP. Following approval of PDA, the PPP is to be developed through a consultative approach. The UN System in PNG (led by the UN Task Team on Bougainville) with support from the UN system at the regional (Regional Centers in Bangkok and Suva) and global level (PBSO) will facilitate the PPP preparation and drafting process. Input will be provided by the PBF Technical Committee and the ABG Technical Working Group on Peace and Security. When the PBF Secretariat is in place, it will take a strong role in coordinating and supporting the PPP process.

Going forward, the PPP and related activities that require additional 'surge' support are as follows:

- 1. Support for the consultation process to develop the PPP. The PPP process will include in-country consultations over three months starting at the end of May with an aim to complete the drafting process by end of August 2014. The process will include consultations, drafting and validation meetings in Buka and Port Moresby by both the TC as well as the JSC. The support will include costs for meeting venues, accommodation, flight and DSA costs.
- 2. Support to engage technical expertise from within the UN system to develop the PPP. This additional support may come from a Regional Centre and will allow an external perspective and technical expertise on peacebuilding and conflict sensitivity, and possibly facilitation in a highly political process.
- 3. The establishment of the Secretariat of the JSC with two staff. This provides secretarial support to the JSC and the Technical Committee and will help facilitate/coordinate the development of the PPP as well as the subsequent phase of project development. The support required includes salaries for the staff and standing operational costs.

II. Objectives of PBF support and proposed implementation

a) New Project outcomes, theory of change, activities, targets and sequencing: The major activity needing support is the processes required to develop the PPP. Following comments on the draft DPA the next step is to undertake consultations to endorse the PDA and then discuss the priorities identified. This will lead to an agreed PPP by all concerned parties. The Theory of Change remains the same. The analytical process of the PDA and the consultative approach to develop the PPP will provide the strategic framework for programmes and projects developed, approved and implemented with PBF resources and monitored by the PBF Joint Steering Committee.

b) Revised Budget:

Table 1: Project Activity Revised (Additional) Budget

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Output number	Output/ activity name	Output/ activity budget by RUNO	UN budget category (see table below for list of categories)	Any remarks (e.g. on types of inputs provided or budget justification)
Output 2	The Secretariat of the JSC is established and provides secretarial support to the JSC	-Rent for housing of Secretariat at UN Haus in Buka (2 desks spaces) \$25,000 - 2 staff members to be recruited from June to 31 December, 2014. Coordination officer and M&E officer. \$40,000	General Operating and other Direct Costs Staff and other personnel	
		Laptop and other equipment \$6,000 -Fuel, phone changes, travel etc for the Secretariat. \$10,000	Supplies, Commodities, Materials Supplies, Commodities, Materials	
		81,000		
Output 3	A Peace and Development Analysis is completed on the basis of a participatory,	Additional travel for PDA Consultations: \$13,347.41	Travel	This was already pre- expensed in addition to the originally approved budget, due to the higher than

	inclusive and open process and endorsed by the Joint Steering Committee			expected need for Interpeace travel and additional consultations on the PDA
		13,347.41		
Output 5	Following the PDA, a PPP is developed on the basis of broad consultation and with strong ownership from GoPNG, ABG, civil society and development partners.	i) PBSO support return trip NY - POM \$5,500 POM DSA - 13 days @ \$600 per day, 18 - 30 May \$7,800 POM- Buka and Kokopo return \$1,500 Total: \$14,800	Travel	Flight: PGK11,000 (approx \$5,500) DSA for Port Moresby as at 9 May 2014 is \$414 per day but we have budgeted for \$600 per day as it is likely that the DSA portion of the accommodation would not be sufficient and a request for supplementary DSA would be required. This applies for the POM meetings for the PPP drafting stated below.
		ii) Additional capacity building of the PBF Secretariat and PPP drafting team \$15,000	Contractual services	
·		iii) 2 meetings of JSC and Technical committee in Kokopo. First to approve/endorse the PDA and start discussions on the development of the	Travel Contractual services	Breakdown of costs: 2 meetings in Port Moresby, 2 meetings in Buka (5 people) Meeting venue hire (4 meetings)— \$10,000
		PPP. Second is to approve/endorse the PPP. Flights, DSA and venue hire. (3 from Port Moresby		POM-Buka: Flight cost: \$,1,100 per person (\$5,500 x 4 meetings: \$22,000)
		7 from Buka7 \$20,000) iv) 4 meetings for PPP	Travel Contractual services	DSA – POM (USD600 per day) 5 people x 5 days x 2 meetings: \$6,000
		drafting: See the last column: Venue costs: \$5,000 POM-Buka flights:\$22,000 DSA (POM+Buka):		DSA Buka 5 people x 5 days X 2 meetings: \$2,500.
		\$8,500 Total for PPP drafting: \$35,500		DSA for Buka as at 9 May 2014 is \$148 per day but we have budgeted for \$250

		per day as it is likely that the DSA portion of the accommodation would not be sufficient and a request for supplementary DSA would apply.
	85,300	
TOTAL	USD 179,647.41	

Table 2: Project budget by UN categories by RUNO

PBF PROJECT BUDGET - UNDP (in USD)							
CATEGORIES	Original Budget	Proposed increase/ decrease	Proposed new total project budget				
1. Staff and other personnel	18,000	40,000	58,000				
2. Supplies, Commodities, Materials	32,500	15,000	47,500				
3. Equipment, Vehicles, and Furniture (including Depreciation)	3,000	6,000	9,000				
4. Contractual services	0	15,000	15,000				
5.Travel	96,420	78,647.41	175,067.41				
6. Transfers and Grants to Counterparts	0	0	0				
7. General Operating and other Direct Costs	0	25,000	25,000				
Sub-Total Project Costs	149,920.00	179,647.41	329,567.41				
8. Indirect Support Costs*	10,494.40	12,575.32	23,069.72				
TOTAL	160,414.40	192,222.73	352,637,13				

^{*}Indirect support costs must not exceed more than 7% of the project cost.

c) Capacity of any new RUNO(s) and implementing partners: No change

III. Management and coordination

- a) Project management: No change.
- b) Risk management: This section outlines any new risks, their likelihood and risk management strategies. Please reflect these in the table below. Please include any new Do No Harm issues in selecting specific target groups and geographic areas.

Table 3 – Risk management matrix

Risks to the achievement of PBF outcomes	Likelihood of occurrence (high, medium, low)	Severity of risk impact (high, medium, low)	Mitigating Strategy (and Person/Unit responsible)
Given the current political situation in Bougainville and the difficult relationship between the national and ABG level, consultation concerning peacebuilding agenda could be hampered by the tensions between different stakeholders.	High	High	The project will be led by the DPMNEC and office of the Chief Secretary of Bougainville with strong experience and authority on national and Regional dialogue on peace issues, including the Joint Supervisory Board. The project will bolster the DPMNEC capacities for coordination and consultative dialogue under overall leadership by both Governments and with Development Partner support coordinated under the UN RC.
Lack of in-country capacity to organize all the PPP logistics and lead the process.	Medium	Medium	The JSC Technical Committee and Secretariat and UN will provide support. Plans are in place to recruit a TA to provide additional support if required.
Unstable security situation In Bougainville	Medium	Medium	The security situation is closely monitored by UNDP and any necessary precautions will be taken to ensure that the PPP processes are not conducted in areas which are experiencing current security concerns
The geographic distance of ARB from Port Moresby will make coordination among stakeholders difficult and time-consuming. Higher budgets to ensure face-to-face engagement of stakeholders may therefore be required.	Medium	High	Higher budgetary requirements are now factored into the budget and resources are available to ensure face-to-face interaction of stakeholders.

c) Monitoring & Evaluation: See Annex.

UNDP, as the Recipient UN Organization for this project, will be responsible for monitoring the progress of the project against the Results framework and for producing the projects reports for PBSO and MPTF-O.

d) Administrative arrangements: (This section uses standard wording – please 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), 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 provide no later than 15 July;
- Annual and final narrative 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;
- 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 been 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).

	IRF Results Framework
	Country name: PAPUA NEW GUINEA
	Project Effective Dates: 15 April – 31 December 2014
- Although Co.	IRF Theory of Change: The project will help to ensure that PBF resources are allocated on the basis of critical priorities and gaps identified through an inclusive conflict and peacebuilding needs analysis that is carried out by the Government and its partners. This analysis will be the basis to develop a Peacebuilding Priority Plan (PPP) which determines the allocation of PBF resources against expected results and vis-à-vis allocation of funds from sources other than the PBF. The analytical process and the PPP will provide the strategic framework for programmes and projects developed, approved and implemented with PBF resources and monitored by the PBF Joint Steering Committee.

Outcomes Outcome Statement: National and Regional Authorities together with UNCT and other partners have successfully undertaken an open and inclusive consultation process leading to the common understanding of critical peacebuilding needs and the common commitment towards a Peacebuilding Priority Plan.		Outcome Indicator The peace and development analysis and the PPP are endorsed by all key stakeholders, namely GoPNG, ABG, bilateral and multilateral partners, Bougainville civil society. Baseline: No arrangement in place. Target: PDA and PPP endorsed by all parties.	PDA consultations and report completed and validated through stakeholder and technical committee meeting. JSC Meeting set for 28 th May, 2014 to endorse the PDA and provide strategic directions for the PPP.	Means of Verification PDA report. JSC Meeting minutes. Oversight by UNDP Port Moresby and Buka.	Year 1 Milestones Endorsement of PDA and agreed action poir for progress the PPP.
	Output 1 The JSC and the Technical Committee to the JSC are established and operational	Indicator 1.1 The formal establishment of the JSC is communicated jointly by the Department of the Prime Minister and National Executive Council (DPMNEC), the Autonomous Bougainville Government and the UN System, with a meeting organized for the	JSC established and met for the first time in October 2013. JSC yet to be developed.	JSC invitation letters. Oversight by UNDP Port Moresby and Buka.	JSC established,

	inception of the PDA.			1 13215	
	Baseline: No JSC in place, consultations between Governments and UN on membership ongoing Target: JSC in place and meetings convened.				
	Indicator 1.2 JSC members make a decision on the composition of a Technical Committee which will be providing it with policy and technical support Baseline: No formal Technical Committee exists but there is an ABG TWG on Peace and Security and a UN Bougainville Task Team Target: JSC Technical Committee in place.	TC established			JSC established,
Output 2 The Secretariat of the JSC established and provides secretarial support to the JSC	Indicator 2.1 The Secretariat of the JSC is established with the deployment of up to 2 staff Baseline: No PBF Secretariat staff deployed. Target: 2 PBF Secretariat staff recruited and deployed.	Discussions on establishment of JSC Secretariat by UNDP and ABG.	Secretariat TORs and personnel contracts.		JSC Secretariat established,
	Indicator 2.2 The Secretariat of the JSC coordinates and provides other secretarial support to JSC and	TORs if JSC Secretariat to include the coordination function and technical	TORs of JSC Secretariat.		TORs of JSC Secretariat.

	Technical Committee Baseline: Limited capacities for coordination and policy inputs Target: Coordination between GoPNG, ABG and other partners strengthened through meetings and communication/dialogue.	support to JSC and the Technical Committee.		·
Output 3 A Peace and Development Analysis is completed on the basis of a participatory, inclusive and open process and endorsed by the Joint Steering Committee	Indicator 3.1 Initial draft is produced by team of experts Baseline: Agreement on process, but no analysis started. Target: PDA completed.	PDA consultations completed. Final draft of PDA ready for JSC endorsement.	PDA report and minutes of JSC meeting.	PDA finalized,
	Indicator 3.2 Minimum two validation workshops are conducted with multiple stakeholders from civil society, government, private sector and NGOs. Baseline: 0 workshops organized. Target: Two validation workshops conducted with multiple stakeholders from civil society, government, private sector and NGOs.	3 workshops conducted.	PDA finalized.	PDA finalized.

	Indicator 3.3 Recommendations of the validation workshops are reflected in the final version of the PDA. Baseline: 0 recommendation included in final version Target:Recommendations of the validation workshops are reflected in the final approvedPDA.	PDA finalized with input from the validation workshops.	PDA report.	PDA finalized.
	Indicator 3.4 JSC approves the PDA Baseline: PDA not yet approved. Target:	Meeting of JSC set for 28 th May, 2014 to endorse the PDA.	Minutes of meeting endorsing PDA.	PDA endorsed.
Output 4 Key stakeholders, with a focus on GoPNG, ABG & UNCT, have increased understanding of peacebuilding and PBF processes	Indicator 4.1 Curriculum tailor-made according to needs. Baseline: No peacebuilding training has been conducted before. Target: Trainings for GoPNG, ABG and UNCTon peacebuilding programming/ PBF processes.	Workshops on peacebuilding conducted for members of ABG and other stakeholders in Bougainville as part of the participatory PDA process.		JSC and the TC participate and contribute to the discussion and validation exercise for the PDA.
	Indicator 4.2 80% of participants complete training and understand what peacebuilding programming entails. Baseline:GoPNG, ABG and UNCT	Workshops on peacebuilding conducted for members of ABG and other stakeholders in Bougainville as part of the participatory PDA process.	The capacity development approach integrated in PDA TORs and confirmed by UNCT	JSC and the TC participate and contribute to the discussion and validation exercise for the PDA

	have limited prior knowledge of peacebuilding programming/ PBF processes. Target: GoPNG, ABG and UNCT have adequate knowledge of peacebuilding programming/ PBF processes.					
Output 5 Following the PDA, a PPP is developed on the basis of broad consultation and with strong ownership from GoPNG, ABG, civil society and development partners.	Indicator 5.1 Initial draft PPP is produced by Technical Committee to JSC with support from team of experts. Baseline: No draft yet. Target: PPP draft approved.	Meeting set for 28 th May, 2014 to endorse the PDA and start discussions on the PPP.	Meeting convened to endorse PDA and provide strategic directions for PPP. PBSO support mission organized to assist in launching the development of PPP.			PPP approved/endorsed.
	Indicator 5.2 Minimum two validation workshops are conducted with multiple stakeholders from civil society, government, private sector and NGOs Baseline:0 workshop organized Target: 2 workshops (Validation of PDA and PPP)	At least 2 validation workshops.	Minutes of validation workshops with finalized PPP.			Finalised PPP.
·	Indicator 5.3 Recommendations of the validation workshops are reflected in the final version of the PPP. Baseline: No recommendations	PPP finalized with input from the validation workshops.	PPP finalized.	·	1	PPP finalized.
· · · · · · · · · · · · · · · · · · ·	Target: Recommendations reflected in the approved PPP. Indicator 5.4 The JSC approves the PPP.				1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	

		Baseline: PPP is at discussion	4			
*	*	level.				
		Target: PPP draft approved.				
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