SECRETARY-GENERAL'S PEACEBUILDING FUND
PROJECT DOCUMENT TEMPLATE

PBF PROJECT DOCUMENT
(Length : Max. 12 pages plus cover page and annexes)

Country (ies): Colombia
Project Title: Empowering women through local information as a tool for peacebuilding   **Project Number from MPTF-O Gateway (if existing project):**

PBF project modality: ☒ IRF ☐ PRF	**If funding is disbursed into a national or regional trust fund (instead of into individual recipient agency accounts):** ☐ Country Trust Fund ☐ Regional Trust Fund **Name of Recipient Fund:**

List all direct project recipient organizations (starting with Convening Agency), followed type of organization (UN, CSO etc):   Fundación para la Libertad de Prensa – FLIP- (CSO)   **List additional implementing partners, Governmental and non-Governmental:**   No es hora de Callar (CSO)
Expected project commencement date[1]: 1st January 2020   **Project duration in months:[2] 12**   **Geographic zones (within the country) for project implementation:** The Colombian regions of Choco and Nariño.
Does the project fall under one of the specific PBF priority windows below: ☒ Gender promotion initiative   ☐ Youth promotion initiative   ☐ Transition from UN or regional peacekeeping or special political missions   ☐ Cross-border or regional project
Total PBF approved project budget* (by recipient organization):   Fundación para la Libertad de Prensa – FLIP**:** $ 300,000   Total: $300,000   **The overall approved budget and the release of the second and any subsequent tranche are conditional and subject to PBSO's approval and subject to availability of funds in the PBF account. For payment of second and subsequent tranches the Coordinating agency needs to demonstrate expenditure/commitment of at least 75% of the previous tranche and provision of any PBF reports due in the period elapsed.*

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[1] Note: actual commencement date will be the date of first funds transfer.

[2] Maximum project duration for IRF projects is 18 months, for PRF projects – 36 months.

Any other existing funding for the project (amount and source):		
PBF 1ˢᵗ tranche (33.33%): FLIP: $100,000 Total: $100,000	**PBF 2ⁿᵈ tranche* (33.33%):** FLIP: $100,000 Total: $100,000	**PBF 3ʳᵈ tranche* (33.33%):** FLIP: $100,000 Total: $100,000

Two-three sentences with a brief project description and succinct explanation of how the project is time sensitive, catalytic and risk-tolerant/ innovative:

A mobile school to empower local leaders, human rights defenders and journalists to participate in public debate regarding sexual violence. Empowerment through capacity building and accompaniment for the creation of local communication initiatives. Focus in areas without local informative media outlets and with critical numbers on sexual violence. This experience will be sustainable since it will build local new networks, follow-up local initiatives, and can be replicate in other department and municipality.

Summarize the in-country project consultation and endorsement process prior to submission to PBSO, including through any PBF Steering Committee where it exists, including whether civil society and target communities were consulted and how:

The project is a second phase to a diagnose ran by FLIP called "Cartografías de la Información". This diagnose was used to stablish the amount of local informative media outlets in most of Colombian municipalities. For this process journalists, social leaders, media associations and organization, and local public institutions were consulted and showed that many places have no informative media outlets. This circumstance is coupled with a lack of empowerment of civil society for the engagement in public debate of critical subjects, such as sexual violence.

Project Gender Marker score: _3__ [3]
Specify % and $ of total project budget allocated to activities in direct pursuit of gender equality and women's empowerment: 81.99%
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Project Risk Marker score: ___1__ [4]

Select PBF Focus Areas which best summarizes the focus of the project *(select ONLY one)*: _2.2____ [5]

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[3] **Score 3** for projects that have gender equality as a principal objective and allocate at least 80% of the total project budget to Gender Equality and Women's Empowerment (GEWE)
Score 2 for projects that have gender equality as a significant objective and allocate at least 30% of the total project budget to GEWE
Score 1 for projects that contribute in some way to gender equality, but not significantly (less than 30% of the total budget for GEWE)

[4] **Risk marker 0** = low risk to achieving outcomes
Risk marker 1 = medium risk to achieving outcomes
Risk marker 2 = high risk to achieving outcomes

[5] **PBF Focus Areas** are:
(1.1) SSR, (1.2) Rule of Law; (1.3) DDR; (1.4) Political Dialogue;
(2.1) National reconciliation; (2.2) Democratic Governance; (2.3) Conflict prevention/management;

If applicable, **UNDAF outcome(s)** to which the project contributes:

If applicable, **Sustainable Development Goal** to which the project contributes:

SDG 5: Achieve gender equality and empower all women and girls

SDG 16: Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels

If applicable, **National Strategic Goal** to which the project contributes:

Type of submission:	If it is a project amendment, select all changes that apply and provide a brief justification:
☒ **New project** ☐ **Project amendment**	**Extension of duration:** ☐ Additional duration in months (number of months and new end date): **Change of project outcome/ scope:** ☐ **Change of budget allocation between outcomes or budget categories of more than 15%:** ☐ **Additional PBF budget:** ☐ Additional amount by recipient organization: USD XXXXX **Brief justification for amendment:** *Note: If this is an amendment, show any changes to the project document in RED colour or in* *TRACKED CHANGES, ensuring a new result framework and budget tables are included with clearly visible changes. Any parts of the document which are not affected, should remain the same. New project signatures are required.*
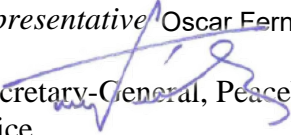
(3.1) Employment; (3.2) Equitable access to social services
(4.1) Strengthening of essential national state capacity; (4.2) extension of state authority/local administration; (4.3)
Governance of peacebuilding resources (including PBF Secretariats)

PROJECT SIGNATURES:

Recipient Organization(s)	Representative of National Authorities
PEDRO JOSÉ VACA VILLAREAL	*MARÍA PAULA MARTÍNEZ*
Director FLIP *September 20/ 2019*	*Director - Communications - Ministry of Culture* September 12/2019
Head of UN Country Team	**Peacebuilding Support Office (PBSO)**
JESSICA FAIETTA	*Name of Representative* Oscar Fernandez-Taranco *Signature* Assistant Secretary-General, Peacebuilding Support Office *Date& Seal* 19 November 2019
UN Resident Coordinator in Colombia *September 17/ 2019*	

I.   Peacebuilding Context and Rationale for PBF support

a.   Summary of conflict analysis findings

The signing of the Peace Agreement forced Colombia to turn its face towards the effects of the conflict; One of them is in terms of gender, youth and childhood. The last fifty years were accompanied by massive violations of human rights regarding these aspects. This was due to the limited or inexistent protective or preventive mechanisms in territories. The lack of information and plural media outlets in different regions promoted the invisibility of different groups and the participation of youths, women and LGBTIQ+ groups in democracy and the effective access to rights. The women and LGBTIQ+ were specially affected by Colombian conflict armed, many of violent acts was perpetrated by military hegemonies (guerrilla, paramilitaries and official armies) for gender or LGBTQ+ condition. There are more than 4.2 millions of women victim of our conflict.

According to an investigation carried out by FLIP nowadays 666 municipalities do not produce local news, also known as *media deserts*. Most of the information is concentrated in big cities, like Bogotá, Medellin or Barranquilla. Violence and adverse political and economic conditions create an adverse environment for the creation of local independent media because it generates a climate of censorship and self-censorship in the media outlets and community that does not allow a public debate on local issues. As a result, local authorities are hardly called to publicly discuss on their actions, without local information is impossible or difficult develop accountability process. Furthermore, these conditions restrict the participation of people in transcendental aspects of the country and on the denounce and awareness of critical situations that are happening at their territories.

In terms of gender, women have been a voiceless population during years. FLIP with Red Colombiana de Periodistas con Vision de Género have found that the voice of women in press is limited. Most of the exercise of freedom of expression is done by men with a huge economic power that are close to traditional politics. They have a huge influence on the information that is diffused in the country; Three of the richest men in the country hold 57% of the mass media controlling reporters, editors and directors. Furthermore, women's portrayal in media throughout history is the one of a secondary actor. Some female voices have started to gain power in the political and media agenda, but the status quo is more centered in male traditional roles. For this reason, gender issues are not included in a public debate and women are not a decision making actors.

Furthermore, The National Forensics Institute found 26.059 cases of sexual assault in 2018, where 22.304 cases where on women and 3.755 on men. This is due to the frame of armed conflict, where women have been impacted in various aspects. The Constitutional Court´s decision 092/08 identified different risks that they faced, such as: sexual assault, exploitation, enslavement to perform domestic tasks, forced child recruitment by armed actors, persecution and murder for coercive control strategies, economic provider dependence, dispossession of their lands and patrimony by armed actors and a constantly discrimination of indigenous, Afro-descendant women or other marginalized communities (such as LGBTIQ+).

Children and youth have not been aside of these circumstances. The Report of the Secretary-General to the General Assembly of the United Nations on Children and Armed Conflict (A/72/865) of 2018 identified the acts that continue to be perpetrated against the rights of this population. The most serious ones are the recruitment by illegal groups, the mutilation done

by free guns and antipersonnel mines, sexual assaults and threats. Also, the Report showed that between 2016 and 2017 new dynamics of violence emerged in the zones that were left by the Revolutionary Armed Forces - FARC - after the signing of Peace Agreement. The scarce participation of this groups in press and media, allows the perpetration of violations on their rights, impunity and the reinforcement of marginalization. As it's showed in "Cartografías de la información", only 1502 journalists are women versus 3668 journalists men. This scare participation is in terms of the lack of portrayal, more risk in reporting work, therefore difficult to include women's narratives.

Also, goes against of the guidelines of the constitution, which sets up in article 20 that freedom of expression is guarantee for everyone without discrimination. Furthermore, with article 44 of Colombian Constitution that stresses the prevail of their rights over others.

Media, as recognized by several UN and Interamerican bodies, such as the special mandates of freedom of expression, play a significant role as vehicles for public debate. Empowerment of women in media is not limited to having more female journalists or anchors, it is in the inclusion of gender issues at a relevant level in the media agenda. The inclusion of these debates and of female actors in public debate has an effect of breaking silence, encouraging others to participate.

- Problematic in terms of gender and information

Based on the above, we analyzed municipalities where silence and gender challenges coexist. We selected five municipalities in two regions that were highly affected by conflict: Nariño and Choco. Following this, we evaluated five municipalities the level of local information and the amount of cases of sexual assault against women in accordance to numbers by the National Forensics Institute in 2017. We found that the municipalities that require a further analysis are:

San Andres de Tumaco (Nariño): ILI / 17 SAAW
Tuquerres (Nariño): ILI / 11 SAAW
Atrato (Choco): WLI /10 SAAW
Tado (Choco): WLI / 8 SAAW
Bajo Baudo (Choco): WLI / 5 SAAW

*WLI: without local information; ILI: Insufficient local information; SAAW: sexual assault against women.

b. **How the project aligns with existing UN and Governmental strategic frameworks.**

Regarding YGPI UN strategic objectives, the project will search the empowerment of women, LGBTIQ + and youths through the education in press and media as tools for the incursion in public debate in zones where conflict has been stronger and municipalities that are prioritized bay the Colombian peace agreement. The project will enhance the capacities of local leaders, journalists or those who are interested in these topics in regions that have a lack of local information. With the implementation of training programs under the coordination of tutors will contribute to a potential catalytic effect for the peacebuilding process in Colombia; mostly, because the project is focused in the principal axes of the Government's Peace Agreement frameworks in terms of gender: formalization of land, political participation and representation in instances of conflict solutions.

A person that assists to the formative processes of this project will not necessarily turn into a journalist, but they will surely obtain tools that are relevant for the incursion in public debate: in field research, use of communication equipment, techniques for a better display of messages, self-protection mechanisms among others. Someone receiving such tools can act as a journalist, but also as a human rights defender, an academic or a political leader.

In terms of Governmental strategic frameworks, women's participation in peace building and in post-conflict situations is not homogenous. Therefore, our approach is based on understanding the distinct priorities and capacities of women and men. For this reason, the mobile school has the objective to cover gender topics across a collective learning between the beneficiaries. This will lead the construction of information about the prevention of barriers through the reinforcement of leadership, solidarity and education in their regions, as well as raising equality and relevance of women in the way they are portrayed in media.

The strengthening of their capacities in the abovementioned matters will help them to be recognized and empowered as political and social actors to achieve their access to cultural, social and economic rights and participate in the peacebuilding process. Also, the process will plead for the equality and no discrimination of women and LGBTIQ+ on the participation in political and decision making dimensions. Moreover, expand the production and dissemination of local information in the voiceless municipalities where the project is focused. This will increase the confidence of the women and LGBTIQ+ in the promotion of mechanisms that allow the exchange of ideas and debates around peacebuilding process, which includes a wide range of topics, from gender and youth until environmental governance, security issues, rural development or historical memory. Topics that address such as "Women, environmental governance and peace building in Chocó". Moreover, this will also raise the relevance of these subjects in the local agendas.

c. **Summary of existing interventions**

Project name (duration)	Donor and budget	Project focus	Difference from/ complementarity to current proposal
SI Plan – Informed Society (24 months) (FLIP's project)	UNDEF, USD 198000	Democracy	This project is also an information school. However, it is in two different regions: Tolima and Cesar. Moreover, this project is not gender focused.

II. Project content, strategic justification and implementation strategy

a. **Description of the project content**

The project will be composed by a mobile school that will be set in each region during 2 months[6]. The school is composed by a container mobilized by a truck (or by river, depending on the conditions of the region) during 1 year. Under the coordination of an academic facilitator, the participants will be trained in press production and construction of local information regarding gender issues in audiovisual formats. Though this project will have a special emphasis in empowering beneficiaries in the use of press and media tools, the whole process will also show that the different learnings can also be used in other fields, such as the defense of human rights or the participation in political processes. The project will have 125 beneficiaries, women, LGBTIQ+ and youths over 16 years, coming from five municipalities of Colombia that have a lack of media and information outlets identified by FLIP and with high indices of gender violation identifies by the National Forensic Institute.

Then, if we acquire and adapt the mobile 'Information School' and design the training program; then we will get the School installed for training and production local information and promote public debates, they will lead to strengthened capacities of local leaders, expand local information and take measures to advance in better conditions for press freedom in the targeted municipalities

The objective is to improve local public debate regarding critical issues on gender and peacebuilding. The whole process will point to counter deficiencies regarding information and debate around these subjects in the selected regions. To reach this, the activities of the project will be: i) the reconstruction of local communication networks; ii) the reflection of memory and historical events regarding gender and conflict in Colombia; iii) the finding of creative solutions for local and national problematics; iv) the creation, review and publish of press works; and, v) the establishment of alliances with local and national authorities and civil organizations.

The expected results will be measured with metrics and media monitoring from the publications that are done; the amount of people that take part of the school and their level of learning. For doing the latter, knowledge tests will be taken to the beneficiaries. These tests will evaluate attendance, participation, creativity, interest and acceptance of the community, capacity for the journalistic production, among others. Moreover, qualitative assessments of the public debate will be done during the implementation of the project. Additionally, self-evaluation meetings will be developed to assess content, exercises and workshops, methodology, and its impact.

b. **Project-level 'theory of change'**

FLIP has identified that different municipalities of Colombia have a diminished public debate. The project is based on the assumption that fear to violence and weak economic conditions is coupled to realities were few or no local informative media exist. People are deterred instead of encouraged to participate in public debate and to raise critical subjects, such as gender, in the public agenda. This aggravates the lack of educational offer, poverty, presence of illegal groups and corruption indices in these territories. The lack of freedom of expression exercises, such as media and protests, helps to increase the silence over crimes, social processes and discussions on public policy. The government has agreed to accomplish better levels of gender inclusion as a part of the peace agreement, but silence and a diminished public debate will play against this.

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[6] This time is measured by the results of the ongoing "Si Plan- Informed Society".

Furthermore, the project is based on the assumption that freedom of expression is an enabling right, meaning that it allows the exercise of other rights; through protests, media initiatives, journalism, research, among other similar activities, people can turn into social watchdogs on the critical issues of society. Furthermore, this project is based on the assumption that silence helps to perpetuate violence and inequality against women and LGBTIQ+ groups, while the use of freedom of expression creates public debate towards the tackling of those scourges.

For this reason, the project seeks to strengthen capacities for the participation in public interest debate regarding gender issues of women, LGBTIQ+ and youths (over 16 years) from the selected regions. The reinforcement of their abilities in investigation, analysis, critical perspectives, creativity and collaborative work will bring new ways of telling local problems, raising debate and to produce local social and policy changes. Moreover, democracy and plurality will become stronger, as new voices and new subjects matters with a gender perspective will have a higher ground in the public agenda.

To motivate the participation of people, the project will develop strategies in the promotion of innovative education, equipped materials on journalistic production, activities/workshops where different members of the community can participate and conversations done by female/LGBTIQ+ and young leaders, academics, politicians and/or journalists about gender issues. Complementary to this, the project will address interesting topics focused in core issues regarding equality, culture, raze, empowerment, conflict, memory, among others.

To FLIP, empowering education in the regions will enable people to have new perspectives about the situation of the country before, during and after the signing of the peace agreement and its compromises regarding gender aspects. Also, provide windows of opportunities for new leaderships to come, contribute to reduce stigmas and help to bring a greater public reach of minorities, like women and LGBTIQ+, as political and social actors through press initiatives.

c. **Annex B: Project Results Framework**

## d. **Project targeting and sequencing strategy**

The mobile school project will have 125 female/LGBTIQ+ beneficiaries, who can be regional journalists, victims of armed conflict, demobilized actors, leaders, representatives of ethnic or minorities groups and people over 16 years interested in gender, press and media topics. To identify participants FLIP will do a prior field trip to approach social and community organizations, but it is each organization that chooses who is going to be part of the training process. They will come from five municipalities of Nariño and Choco characterized in having insufficient or without local media offer as identified by FLIP´s research in 2018 in conjunction with a significant number of sexual assaults against women reported by the National Forensics Institute in 2018:

Region	Municipality	Situation of local information (FLIP)	Sexual Assault Against Women – SAAW- (National Forensic Institute)

Nariño	San Andres de Tumaco	ILI	17
Nariño	Tuquerres	ILI	11
Choco	Atrato	WLI	10
Choco	Tado	WLI	8
Choco	Bajo Baudo	WLI	5

*WLI: without local information; ILI: Insufficient local information
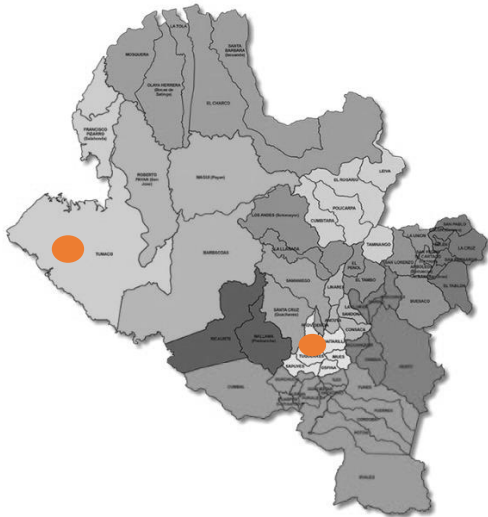
Nariño   **Choco**

Additionally, the project will have indirect beneficiaries coming from the whole community in the five municipalities targeted. Through the cultural, social and educational activities and workshops developed in the mobile school we expect to have approximately 200,000 people benefited by the stronger local public debate on gender issues.

III.   Project management and coordination

a. **Recipient organizations and implementing partners**

The recipient organization will be Fundacion para la Libertad de Prensa (FLIP) - in Spanish- NGO dedicated to defend and promote freedom of expression and access to public information in Colombia. It monitors attacks to the press and provides advice to journalists and media at risk. FLIP also develops academic research and public incidence on freedom of expression and access to public information matters. Moreover, FLIP defends freedom of expression by promoting a favourable environment for those exercising journalism as enablers of the information right of people living in Colombia.

Implementing partner is "No es hora de callar". This organisation is a campaign created by sexual assault survivor journalist Jineth Bedoya, dedicated to end stigma against women survivors of sexual abuse and to empowerment of women's rights.

FLIP has worked for more than two years with "No es Hora de Callar" in activities regarding the reduction of stigma against survivors of sexual violence. This has been done with a strong focus on media coverage of those issues in Colombia. "No es Hora de Callar" has worked in Tumaco in the empowerment of female leaders, especially those who have been victims of sexual violence. The participation of this campaign will be crucial in the development of the mobile school activities, as they have a significant background on gender knowledge, political connections, field work and prominence in the public agenda.

Agency	Total budget in previous calendar year	Key sources of budget (which donors etc)	Location of in-country offices	No. of existing staff, of which in project zones	Highlight any existing expert staff of relevance to project
No es hora de callar		Nearly 100% from international cooperation	Bogotá	2	Jineth Bedoya, journalist and activist. Relevant experience in capacity building regarding gender issues.

b. **Project management and coordination**
Present the project implementation team, including positions and roles and explanation of which positions are to be funded by the project (to which percentage). Explain project coordination and oversight arrangements and ensure link with PBF Secretariat if it exists. Fill out project implementation readiness checklist in **Annex C** and attach key staff TORs.

Pedro Vaca Villarreal: Lawyer with master's in human rights, 8 years of experience in freedom of expression advocacy and litigation, as well as in project management and coordination. Current executive director at FLIP. He will act as project coordinator and will perform M&E as well as local advocacy activities. 5% of his salary will be funded by the project.

Jonathan Bock: journalist with master's in international relations and journalism, more than 10 years of experience in journalism, as well as in capacity building and academic research regarding freedom of expression. He is currently coordinating FLIP's informative school in Tolima and Cesar and will coordinate the main academic and logistic tasks. 33% of his salary will be funded by the project.

Carolina Arteta: journalist with 4 years of experience in journalistic research in field. He is currently working as academic facilitator of FLIP's informative school in Tolima and Cesar. She or one person with her profile will act as pedagogical coordinator. 100% of her salary will be funded by the project.

Jineth Bedoya: Journalist with more than 20 years of experience in conflict and human rights journalism. Since she survived a sexual assault perpetrated by paramilitary groups and state agents, she has advocated for gender rights, specially to stop gender violence. She will act jointly with the academic staff in order to guarantee a gender focus in the school's contents. 30% of her salary will be funded by the project.

María Camila Moreno: Professional in Finance and international relations with master in development and environmental protection. 3 years of experience in research regarding freedom of expression. She is currently in charge of providing assistance to the logistics and academic development of FLIP's informative school and will work on the same tasks for this new information school. 100% of her salary will be funded by the project.

Young local leader: FLIP will engage a young local leader in each of the municipalities. These persons will act as local facilitators. They will contribute to the engagement of beneficiaries and to the local dialogue with authorities. Their formation and experience may vary, but the most relevant part is that they have interest and experience in local social processes.

FLIP will mainly act as coordinator in the creation of the mobile school, both in architecture and content. However, "No es Hora de Callar" will co-lead the creation of content so they have gender considerations in its core. A similar approach will be given to the promotion and accompaniment for the production and publish of the journalistic pieces. Policy activities will be developed jointly, both in its planning and execution. This will be done in order to take advantage from both partner's knowledge (freedom of expression and gender), their political leadership and contacts. Since FLIP has a broader experience in project coordination and monitoring, it will be in charge of monitoring the advance in the implementation of the project's outputs and outcomes.

c.   **Risk** for project success (low, medium and high) and provide a list of major project specific risks and how they will be managed, including the approach to updating risks and making project adjustments. Include any Do No Harm issues and project mitigation.

Risk	Probability (low, medium or high)	Mitigation
Safety of field work due to problems of public order in the regions	Medium	FLIP has internal protocols for assessing the situation prior to the visit. And during travel, one has contact with key people who live in the area, who are aware of FLIP activities in the field, in case of any risk that may arise.

Lack of participants at the 'Information School' and discussion panels.	Medium	Carry out a strong dissemination campaign ahead of time through social networks and local partners, especially through the local facilitator.
Difficulty and fear of local leaders to produce local information on gender issues.	Medium	FLIP's perform political accompaniment with the community and authorities in each municipality in order to bring public support to local processes. Moreover, Flip will ensure a focus of safety, no harm and self-protection during all the processes of the school.
Lack of political will of local and national authorities to resolve problems of press freedom in each department.	High	FLIP will make use of its local contacts and its correspondent in the field to secure participation of local and national authorities, by having advance meetings to identify those at risk of low interest and by taking pro-active measures to motivate them.
Impossibility of working in a municipality due to problems of access.	Medium	Ability to change target areas thanks to the previous diagnosis of 'Cartographies of Information' that allows to identify places with similar characteristics than the targeted municipalities.
Potential backlash of parts of the communities against empowering women and gender equality	Medium	A prior socialization with local authorities and local leaders of the project and carry out a strong dissemination awareness campaign

FLIP will perform bimonthly risk assessments in order to update risk conditions on the activities. Modifications will only be sought when a high risk is found to as high in likeability without possible mitigations.

d. **Monitoring and evaluation** – What will be the M&E approach for the project, including M&E expertise in the project team and main means and timing of collecting data? Include a break-down of M&E budget that the project is putting aside, including for collection of baseline and end line data for indicators and for an independent evaluation, and an approximate M&E timeline. Ensure at least 5-7% of the project budget is set aside for M&E activities, including sufficient funds for a quality independent evaluation.

Monthly monitoring of financial reporting and monitoring quarterly narrative report will be developed. This will be undertaken through monthly meetings between the teams of FLIP and "No es hora de Callar". The implementing agency's director and its administrative team will review the progress of activities and indicators in accordance to a work schedule that will show the different responsible, milestones and relevant dates.

The main monitoring will be performed by FLIP's administrative team. FLIP has more than 20 years of experience in project monitoring and 10 years of experience in projects of more than USD100000.

The project coordination will collect the baseline on each municipality on the month prior to the arrival of the informative school. Moreover, collection of post-activities information will be performed as part of the follow up that will be given to the beneficiaries.

FLIP will set aside 5-7% of the project budget is set aside for M&E activities, including sufficient funds for a quality independent evaluation.

e. **Project exit strategy/ sustainability**

FLIP will seek to replicate the information school in different regions of Colombia with similar conditions. Moreover, a communication initiative will be installed in each municipality financial and technical support. After the project is finished in each region, FLIP will continue with a process of follow-up to the local initiatives that come from the project. It will consist in a virtual accompaniment to provide mentoring, resolution of problems and doubts, support, recommendations, dissemination and others.

The joint work with local authorities, representatives, leaders and journalists will lead to advance to reinforce freedom of expression and press in the municipalities through a work action plan based on recommendation documents done by FLIP. The plan should be implemented by the authorities in a long term (3- 5 years). To support these initiatives, social organizations, leaders and representatives should develop semi-annual reports for FLIP to oversee the advance of the project´s implementation.

In addition, through the construction of alliances with other sectors, such as universities and state entities, FLIP will make every effort to ensure that the projects initiated can continue after the mobile school leaves the territory.

IV. Project budget

If helpful, provide any additional information on projects costs, highlighting any specific choices that have underpinned the budget preparation, especially for personnel, travel or other indirect project support, to demonstrate value for money for the project. Proposed budget for all projects must include funds for independent evaluation. Proposed budget for projects involving non-UN direct recipients must include funds for independent audit.

State clearly in how many tranches the budget will be provided and what conditions will underpin the release of a second or any subsequent tranche. Standard approach is two tranches for UN recipients and three tranches for non-UN recipients with the second tranche being released upon demonstration by the project (by the Coordinating Agency on behalf of the project and through the Resident Coordinator's Office or PBF Secretariat) that the first tranche

has been expensed or committed to at least 75% between the recipients and upon completion of any regular PBF reports due in the period elapsed. Additional tranches or conditions may be added depending on the project context, implementation capacity, and level of risk.

Fill out two tables in the Excel budget **Annex D**.

<u>Annex A.1</u>: Project Administrative arrangements for UN Recipient Organizations

(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 Recipient 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 the financial statements (Annual and Final), based on submissions provided to the AA by RUNOS and provide the PBF annual 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 completed by the RUNO. A project will be considered as operationally closed upon submission of a joint final narrative report. In order for the MPTF Office to financially closed a project, each RUNO must refund unspent balance of over 250 USD, indirect cost (GMS) should not exceed 7% and submission of a certified final financial statement by the recipient organizations' headquarters);

- 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:

Type of report	Due when	Submitted by
Semi-annual project progress report	15 June	Convening Agency on behalf of all implementing organizations and in consultation with/ quality assurance by PBF Secretariats, where they exist
Annual project progress report	15 November	Convening Agency on behalf of all implementing organizations and in consultation with/ quality assurance by PBF Secretariats, where they exist
End of project report covering entire project duration	Within three months from the operational project closure (it can be submitted instead of an annual report if timing coincides)	Convening Agency on behalf of all implementing organizations and in consultation with/ quality assurance by PBF Secretariats, where they exist
Annual strategic peacebuilding and PBF progress report (for PRF allocations only), which may contain a request for additional PBF allocation if the context requires it	1 December	PBF Secretariat on behalf of the PBF Steering Committee, where it exists or Head of UN Country Team where it does not.

Financial reporting and timeline

Timeline	Event
30 April	Annual reporting – Report **Q4 expenses** (Jan. to Dec. of previous year)
Certified final financial report to be provided by 30 June of the calendar year after project closure	

UNEX also opens for voluntary financial reporting for UN recipient organizations the following dates

31 July	Voluntary Q2 expenses (January to June)
31 October	Voluntary Q3 expenses (January to September)

Unspent Balance exceeding USD 250, 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).

(This section uses standard wording – please do not remove)

Accountability, transparency and reporting of the Recipient Non-United Nations Organization:

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

The Recipient Non-United Nations Organization will have full responsibility for ensuring that the Activity is implemented in accordance with the signed Project Document;

In the event of a financial review, audit or evaluation recommended by PBSO, the cost of such activity should be included in the project budget;

Ensure professional management of the Activity, including performance monitoring and reporting activities in accordance with PBSO guidelines.

Ensure compliance with the Financing Agreement and relevant applicable clauses in the Fund MOU.

Reporting:

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

Type of report	Due when	Submitted by
Bi-annual project progress report	15 June	Convening Agency on behalf of all implementing organizations and in consultation with/ quality assurance by PBF Secretariats, where they exist
Annual project progress report	15 November	Convening Agency on behalf of all implementing organizations and in consultation with/ quality assurance by PBF Secretariats, where they exist
End of project report covering entire project duration	Within three months from the operational project closure (it can be submitted instead of an annual report if timing coincides)	Convening Agency on behalf of all implementing organizations and in consultation with/ quality assurance by PBF Secretariats, where they exist

Annual strategic peacebuilding and PBF progress report (for PRF allocations only), which may contain a request for additional PBF allocation if the context requires it	1 December	PBF Secretariat on behalf of the PBF Steering Committee, where it exists or Head of UN Country Team where it does not.

Financial reports and timeline

Timeline	Event
28 February	Annual reporting – Report **Q4 expenses** (Jan. to Dec. of previous year)
30 April	Report **Q1 expenses** (January to March)
31 July	Report **Q2 expenses** (January to June)
31 October	Report **Q3 expenses** (January to September)
Certified final financial report to be provided at the quarter following the project financial closure	

Unspent Balance exceeding USD 250 at the closure of the project would have to been refunded and a notification sent to the Administrative Agent, no later than three months (31 March) of the year following the completion of the activities.

Ownership of Equipment, Supplies and Other Property

Matters relating to the transfer of ownership by the Recipient Non-UN Recipient Organization will be determined in accordance with applicable policies and procedures defined by the PBSO.

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 website (http:www.mptf.undp.org)

Final Project Audit for non-UN recipient organization projects

An independent project audit will be requested by the end of the project. The audit report needs to be attached to the final narrative project report. The cost of such activity must be included in the project budget.

Special Provisions regarding Financing of Terrorism

Consistent with UN Security Council Resolutions relating to terrorism, including UN Security Council Resolution 1373 (2001) and 1267 (1999) and related resolutions, the Participants are firmly committed to the international fight against terrorism, and in particular, against the financing of terrorism. Similarly, all Recipient Organizations recognize their obligation to comply with any applicable sanctions imposed by the UN

Security Council. Each of the Recipient Organizations will use all reasonable efforts to ensure that the funds transferred to it in accordance with this agreement are not used to provide support or assistance to individuals or entities associated with terrorism as designated by any UN Security Council sanctions regime. If, during the term of this agreement, a Recipient Organization determines that there are credible allegations that funds transferred to it in accordance with this agreement have been used to provide support or assistance to individuals or entities associated with terrorism as designated by any UN Security Council sanctions regime it will as soon as it becomes aware of it inform the head of PBSO, the Administrative Agent and the donor(s) and, in consultation with the donors as appropriate, determine an appropriate response.

Non-UN recipient organization (NUNO) eligibility:

In order to be declared eligible to receive PBF funds directly, NUNOs must be assessed as technically, financially and legally sound by the PBF and its agent, the Multi Partner Trust Fund Office (MPTFO). Prior to submitting a finalized project document, it is the responsibility of each NUNO to liaise with PBSO and MPTFO and provide all the necessary documents (see below) to demonstrate that all the criteria have been fulfilled and to be declared as eligible for direct PBF funds.

The NUNO must provide (in a timely fashion, ensuring PBSO and MPTFO have sufficient time to review the package) the documentation demonstrating that the NUNO:

  ➢ Has previously received funding from the UN, the PBF, or any of the contributors to the PBF, in the country of project implementation
  ➢ Has a current valid registration as a non-profit, tax exempt organization with a social based mission in both the country where headquarter is located and in country of project implementation for the duration of the proposed grant. (**NOTE**: If registration is done on an annual basis in the country, the organization must have the current registration and obtain renewals for the duration of the project, in order to receive subsequent funding tranches)
  ➢ Produces an annual report that includes the proposed country for the grant
  ➢ Commissions audited financial statements, available for the last two years, including the auditor opinion letter. The financial statements should include the legal organization that will sign the agreement (and oversee the country of implementation, if applicable) as well as the activities of the country of implementation. (**NOTE**: If these are not available for the country of proposed project implementation, the CSO will also need to provide the latest two audit reports for a program or project based audit in country.) The letter from the auditor should also state whether the auditor firm is part of the nationally qualified audit firms.

➢ Demonstrates an annual budget in the country of proposed project implementation for the previous two calendar years, which is at least twice the annualized budget sought from PBF for the project[7]
➢ Demonstrates at least 3 years of experience in the country where grant is sought
➢ Provides a clear explanation of the CSO's legal structure, including the specific entity which will enter into the legal agreement with the MPTF-O for the PBF grant.

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[7] Annualized PBF project budget is obtained by dividing the PBF project budget by the number of project duration months and multiplying by 12.

ANEX B

Outcomes	Outputs	Indicators	Means of Verification/ frequency of collection	indicator milestones
Outcome 1: Strengthened capacities of female and young local leaders, victims of armed conflict and community journalists to produce local content as a tool to contribute towards gender equality and construction of peace. (SDG 5 and 16) (Any SDG Target that this Outcome contributes to) (Any Universal Periodic Review of Human Rights (UPR) recommendation that this Outcome helps to implement and if so, year of UPR)		Outcome Indicator 1 a Number of female and young local leaders, victims of armed conflict and community journalists increase their knowledge regarding production of information about gender issues Baseline: 0 Target: 90 (72% of total participants) (72 women, 18 men)	Knowledge tests	Months 4, 6, 8, 10, 12: knowledge tests taken
	Output 1.1.: A mobile gender Information School operated for two months in each of the 5 targeted municipalities. List of activities under this Output: 1.1.1 Conceptualization and architectural design of the Information School 1.1.2 Establishment of the Information School in each project municipality 1.1.3 Provide ongoing access and services to local leaders	Output Indicator 1.1.1: Mobile gender information schools´ architectural designs are designed and put in place Baseline: 0 Target: 1	Design plans, property documents	Month 2: delivery of mobile school by architecture company
		Output Indicator 1.1.2 Number of municipalities in Chocó and Nariño where the information school is implemented Baseline: 0 Target: 5	Agreements with local institutions for the implementation of school, photographs, media coverage	Months 2, 4, 6, 8, 10: times when agreements are met at each municipality
		Output Indicator 1.1.3 Number of municipalities where access to the information school's container is provided for the development of social processes Baseline: 0 Target: 5	Agreements with local leaders	Months 2, 4, 6, 8, 10: times when agreements are met at each municipality
	Output 1.2. 125 female and young local leaders trained on tools and equipment to produce local content regarding gender issues. List of activities under this Output: 1.2.1 Design format and content of training program 1.2.2 Field work to identify participants and actors of each municipality. 1.2.3 Implementation of the training program in each municipality for 2 months under the coordination of teachers and workshop facilitator with	Output Indicator 1.2.1 Mobile gender information schools´ academic programs are designed and put in place Baseline:0 Target:1	Academic program	Month 2: program is created
		Output Indicator 1.2.2 Number of participants at the gender information school in Nariño and Chocó	Participation lists, diplomas given	Months 4, 6, 8, 10, 12: times when information schools are

	class and field work, aimed at 25 people in each one of the 5 municipalities. 1.2.4 Accompaniment of 2 months to the 25 participants from each of the 5 municipalities for the creation of local gender contents.	Baseline: 0 Target: 70 women, 55 men; 30% LGBTIQ; 30% young people above 16		finished at each municipality
		Output Indicator 1.2.3 Number of persons receiving accompaniment regarding creation of local gender contents in Nariño and Chocó Baseline: 0 Target: 70 women, 55 men; 30% LGBTIQ; 30% young people above 16	Follow up sheets	Months 6, 12: Accompainment summary
Outcome 2: Expanded production and dissemination of local information regarding gender issues in the 5 targeted municipalities as a way to make visible and promote public debate regarding gender violence and inequiality. (SDG 5 and 16) (Any SDG Target that this Outcome contributes to) (Any Universal Periodic Review of Human Rights (UPR) recommendation that this Outcome helps to implement and if so, year of UPR)		Outcome Indicator 2 a Number of journalistic pieces regarding gender issues in Nariño and Chocó are produced and published Baseline:0 Target: 50	Pieces Metrics of pieces	Month 6 and month 12: measure of metrics
		Outcome Indicator 2 b Number of communication initiatives are put in place and supported in Chocó and Nariño Baseline:0 Target: 5	Registry of follow up meetings	Month 6 and month 12: Follow up summary
	Output 2.1. 50 journalistic pieces regarding gender issues in different multimedia formats produced published in 5 municipalities. List of activities under this Output: 2.1.1. Production and publication of journalistic pieces	Output Indicator 2.1.1 Number of journalistic pieces regarding gender issues in Nariño and Chocó are produced and published Baseline:0 Target: 50	Pieces Metrics of pieces	Month 6 and month 12: measure of metrics
	Output 2.2 A communication initiative promoting local information by female and young leaders developed and supported in each of the 5 targeted municipalities. List of activities under this Output: 2.2.1 Gather all communication initiatives resulting from Information School 2.2.2 Process to choose one initiative per municipality 2.2.3 Technical and monetary support for initiative installation 2.2.4 Follow-up to the initiatives	Output Indicator 2.2.1 Number of communication initiatives are put in place and supported in Chocó and Nariño Baseline:0 Target: 5	Registry of follow up meetings	Month 6 and month 12: Follow up summary
Outcome 3: Improved conditions for press freedom		Outcome Indicator 3 a Number of policy agreements regarding production of local information regarding gender issues	Agreements, registry of meetings, lists of assistance	Months 4, 6, 8, 10, 12: Follow up to advocacy processes

			Baseline: 0 Target: 5		
exercise by female and young leaders in the 5 targeted municipalities. (SDG 5 and 16) (Any SDG Target that this Outcome contributes to) (Any Universal Periodic Review of Human Rights (UPR) recommendation that this Outcome helps to implement and if so, year of UPR)	Output 3.1.: 5 Participatory Action Plans with suggestions for activating local communications developed and addressed to local authorities and the Ministry of Information and Communication Technologies (ITCs Ministry) and the Ministry of Culture. List of activities under this Output: 3.1.1 Create linkages with local authorities in each municipality. 3.1.2 Hold meetings with local authorities at the Mobile Information School (5 in total). 3.1.3 Preparation of a diagnostic document of each of the project municipalities with recommendations for State actions. 3.1.4 Socialization of recommendations with the local and national stakeholders. 3.1.5 Presentation of documents to ITCs Ministry	Output Indicator 3.1.1 Number of alliances established with local authorities towards the strengthening of local information Baseline:0 Target: 5	Agreements, registry of meetings, lists of assistance	Months 2, 4, 6, 8, 10: times when agreements are met at each municipality
		Output Indicator 3.1.2 Number of participatory diagnoses with recommendations regarding local communications are developed and presented to local authorities Baseline: 0 Target: 5	Participatory diagnoses, registry of meetings, lists of assistance	Months 4, 6, 8, 10, 12: times when diagnoses are finished and presented to local authorities
		Output Indicator 1.1.3 Number of documents with recommendations in national public policy regarding gender information are provided to the national government Baseline:0 Target: 1	Document	Month 12: moment when document is presented to the government
	Output 3.2.: discussion panels conducted to promote debate and exchange of processes of social organizations, victims, social leaders in strengthening local information regarding gender and youth on their territories. List of activities under this Output: 3.2.1 Field work to identify participants and actors of each municipality. 3.2.2 Discussion panel	Output Indicator 3.2.1 Number of panels conducted Baseline: 0 Target: 5	Registry of discussion panels, lists of assistance	Months 4, 6, 8, 10, 12: times when panels are conducted

Annex C: Checklist of project implementation readiness

Question	Yes	No	Comment
1. Have all implementing partners been identified? If not, what steps remain and proposed timeline	X		
2. Have TORs for key project staff been finalized and ready to advertise? Plz attach to the submission	x		
3. Have project sites been identified? If not, what will be the process and timeline	x		
4. Have local communities and government offices been consulted/ sensitized on the existence of the project? Please state when this was done or when it will be done.	x		FLIP has held several meetings with the Ministry of ICTs to discuss the lack of

			information in severa regions as well as its intention to create information schools o critical issues, such a gender. Dialogue wit local authorities will l held on a bimonthly basis, one month befo the start of each information school
5. Has any preliminary analysis/ identification of lessons learned/ existing activities been done? If not, what analysis remains to be done to enable implementation and proposed timeline?	X		
6. Have beneficiary criteria been identified? If not, what will be the process and timeline.	X		
7. Have any agreements been made with the relevant Government counterparts relating to project implementation sites, approaches Government contribution?		X	
8. Have clear arrangements been made on project implementing approach between project recipient organizations?	X		
9. What other preparatory activities need to be undertaken before actual project implementation can begin and how long will this take?		N/A	The architectural desig will be based mostly c the previous one use by FLIP for its information school i Tolima and Cesar. Th academic program, though being informe on the one being used those municipalities. will need to have a r draft in order to have gender as its core.

Annex D: Detailed and UNDG budgets (attached Excel sheet)