

**b) Project Implementation and Supervision**

- *Ministry of Justice* is the main implementing body. As mentioned above, they have already provided a number of inputs and are committed to the sustainability of the Unit following the PBF project period. MOJ will coordinate efforts between the SGBV Crimes Unit and the Ministry of Gender and Development. MOJ will ensure that its prosecutors around the country will benefit from the Unit's training, outreach, and prosecutorial expertise.
- *Ministry of Gender and Development's* GBV Unit will collaborate closely with the SGBV Crimes Unit to ensure coordination of trainings, standardised messages, and that relevant data/information management efforts are not duplicative and complement information needs. The project will strive for close coordination of efforts between the MOJ SGBV Crimes Unit and the Ministry of Gender and Development.
- *UNFPA* will be the funding recipient and ensure proper financial management of the project funds. One of the core programme areas of UNFPA in its Country Programme Action Plan is efforts to prevent and respond to Gender Based Violence. The proposed project will be coordinated with elements of the "Strengthening the Criminal Justice System to effectively respond to GBV in Liberia" project, which is being implemented by AFELL. In coordination with partner stakeholders, UNFPA will also support the coordination efforts of the project under the SGBV Joint Programme, signed by Government and the UN in June 2008.
- *UNHCR*, in partnership with The Carter Center, is carrying out initial GBV-prosecution training for MOJ staff and printing of the prosecutor's Sexual Assault and Abuse Prosecution Handbook. In 2008-09, UNHCR provides salaries for 10 county attorneys benefiting from the SGBV Unit's training and guidance. UNHCR will fund the printing of the Sexual Assault and Abuse Prosecution Handbook and provide office desks, chairs, computers, power sources and a printer. The UNHCR/Carter Center PBF project (Strengthening Rule of Law) will leverage off each other, ensuring education messages, appropriate and non-duplicative training to justice actors in the target counties, and involvement and understanding of the SGBV Crimes Unit's work and capacity among local leadership. In addition, UNHCR's country-wide Information Management and protection monitoring projects, which are expected to be taken over by the UNDP CST project, shall reinforce the information management and coordination efforts between the SGBV Crimes Unit and the Ministry of Gender and Development.
- *UNDP*, a project funded by the PBF to strengthen the MOJ's prosecution capacity countrywide has been approved. Strong coordination is envisaged between the proposed SGBV Crimes Unit project and the already approved project "Supporting the MOJ in improving prosecution services" of the PBF. UNDP will also provide salaries for three core unit staff for 18 months (a Staff Prosecutor, Victim Support Officer, and Administrative Assistant), one service van, one commercial copy machine, and one medium to large evidence safe for the use of the unit. UNDP has developed a medium term programme on rule of law to ensure a coordinated and sustained effort; this proposed project will benefit from and contribute to these various initiatives.
- *The Carter Center* ("TCC") has and will continue to provide legal staffing for to render support and advise to the SGBV Crimes Unit. TCC is additionally organising initial training based on the Handbook, funded by UNHCR.
- The *PAE Justice Sector Support for Liberia (JSSL)* will provide - through the JSSL Advisor to the Ministry of Justice, expert advice and mentoring to the SGBV Crimes Unit staff and will continue its assistance to the MOJ and the SGBV Crimes Unit through development of specific assistance projects for submission to interested donors, including the United States government.

**Steering Committee:**

A Steering Committee shall be established to review the operational plan, the work plan and progress made in project implementation. The Steering Committee shall provide guidance, advice and oversight for effective project implementation. The Steering Committee will initially comprise of the MOJ, LNP, MGD, UNFPA, UNHCR, UNDP and The Carter Center. The first meeting of the Steering Committee will be held in the first quarter of the project implementation with a view to approve the work-plan of the project.

**c) Legal basis of relationship:**

The relationship between the Government of Liberia and the United Nations Population Fund is governed by the Standard Basic Assistance Agreement (SBAA) signed by Government and the United Nations Development Programme (UNDP) on 27 April 1977 and entered into force on 17 April 1978, which, *mutatis mutandis*, also holds true for UNFPA. In addition, the UNFPA 2008-2012 Country Programme Action Plan (CPAP) signed on March 11, 2008 shall be a legal instrument in the context of this Project.

#### **4. Monitoring & Evaluation**

Monitoring and reporting of the project's outputs and outcomes will be an integral part of the project, and will be done quarterly. Joint monitoring visits comprising UNFPA and operational partners including members of the SGBV Prosecution Unit Steering Committee will be undertaken periodically. Specific outputs and indicators shall be aligned to national priorities outlined in the GBV Joint Programme, the PRS and UNDAF M&E framework. Tracking the achievement of planned results, reporting progress to the project board, and giving feedback to implementers will be the responsibility of the funding recipient's *GBV specialist*, with assistance by the operational partners on the ground and the Ministry of Justice.

#### **5. Sustainability of the project**

Based within and as a Unit of the Ministry of Justice, the intervention is inextricably linked to National Capacity Building and Ownership. The Government will have primary and ultimate responsibility for the success of this project. The SGBV Crimes Unit will not only build national capacity within the Unit, but will integrate itself with the work of the MOJ's Prosecutors and Police. Prosecutorial and investigative capacities of Government staff will be developed. Through targeted training to be conducted throughout the country, the capacities of the prosecutors, police (especially the Women and Children Protection Section), social workers, and health providers to respond to SGBV crimes will be greatly improved. The Government will have a system and the means and capacity to properly control and manage information and data on SGBV crimes as they relate to the justice system. The Ministry of Justice is committed to ensuring the sustainability and implementation of Phases 2 and 3 through its annual budget.

#### **6. Project Implementation with timeline**

*Pls. see Annex 2.5 below*

## THE PROJECT BUDGET

The budget would utilise the Standard Format\* agreed by UNDG Financial Policies Working Group with necessary modifications to suit the expected PBF project activities.

Budgets could be presented in the following Atlas (UNDP financial system) compatible format

CATEGORY	Unit	Qty.	Period (months)	Unit Cost USD	Total Cost	UNFPA Contr.	UNDP Contr.	UNHCR Contr.	MOJ Contr.	PBF Contr.
<b>1. Personnel</b>										
Chief Prosecutor	person	1	18	2,500.00	45,000	0	0	6,000	39,000	0
Staff Prosecutors	person	2	18	1,661.00	29,898	0	20,000	0	0	9,898
Law Student Intern (stipend)	person	1	18	250.00	4,500	0	0	0	0	4,500
Investigators	person	4	18	1,350.00	97,200	0	0	0	0	97,200
Training and Outreach Coordinator	person	1	18	1,285.00	23,130	0	0	0	0	23,130
Administrative Assistant/Data Collection Officer	person	1	18	1,285.00	23,130	0	15,000	0	0	8,130
Office Maintenance Person	person	1	18	100.00	1,800	0	0	0	0	1,800
Victim Support Officer	person	1	18	1,525.00	27,450	0	18,670	0	0	8,780
Filing clerk/messenger	person	1	18	125.00	2,250	0	0	0	0	2,250
Driver	person	2	18	150.00	5,400	0	0	0	0	5,400
<b>Personnel sub-total</b>					<b>259,758</b>	<b>0</b>	<b>53,570</b>	<b>6,000</b>	<b>39,000</b>	<b>161,088</b>
<b>2. Contracts (Professional Services, grants)</b>										
Evaluation	Lumpsum	1	2 weeks	20,000	20,000	0	0	0	0	20,000
Survey	Lumpsum	1	3 weeks	20,000	20,000	20,000	0	0	0	0
Consultant to support development of Operational Plan	Lumpsum	1	7 days	400	2,800	0	0	0	0	2,800
Renovation works incl. equipping of SGBV Prosecution Unit	Lumpsum	1	2 months	50,000	50,000	0	0	0	50,000	0
<b>Contracts sub-total</b>					<b>92,800</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>22,800</b>

3. Training		Unit	Qty.	Period	Unit Cost USD	Total Cost	UNFPA Contr.	UNDP Contr.	UNHCR Contr.	MOJ Contr.	PBF Contr.
Advanced Four-Day Training*		Training	6	4 days	5,000	30,000	0	0	0	0	30,000
In-service Trainings		Training	20	2 days	1,750	35,000	0	0	0	0	35,000
Training workshops, including MOJ/LNP, MGD, MOH and other key stakeholders		Training	10	2 days	4,000	40,000	0	0	10,000	0	30,000
Study tours		Training	3	10 days	10,000	30,000	0	0	0	0	30,000
Community Forums		Training	12	1 day	600	7,200	0	0	0	0	7,200
<b>Training sub-total</b>						<b>142,200</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>132,200</b>
4. Transport		Unit	Qty.	Period	Unit Cost USD	Total Cost	UNFPA Contr.	UNDP Contr.	UNHCR Contr.	MOJ Contr.	PBF Contr.
Four Wheel Drive SUVs with winch		Vehicles	2	-	41,000	82,000	0	0	0	0	82,000
Compact cars (diesel)		Vehicles	4	-	25,000	100,000	0	0	0	0	100,000
Van		Vehicles	1	-	50,000	50,000	0	50,000	0	0	0
Maintenance		Lumpsum	1	Periodic	15,000	15,000	0	0	0	0	15,000
Fuel for vehicles		Lumpsum	18	months	2,500	45,000	0	0	0	0	45,000
<b>Transport sub-total</b>						<b>292,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>242,000</b>
5. Supplies and Commodities		Unit	Qty.	Period	Unit Cost USD	Total Cost	UNFPA Contr.	UNDP Contr.	UNHCR Contr.	MOJ Contr.	PBF Contr.
Paper for printers and copiers		Cases	60	-	30,00	1,800	0	0	0	0	1,800
Ink Cartridges for Printers		Pieces	240	-	35,00	8,400	0	0	0	0	8,400
Pens, Pencils		Pieces	-	-	-	150,00	0	0	0	0	150,00
File Folders, Hanging		Pieces	-	-	-	340,00	0	0	0	0	340,00
File Folders, Manila		Pieces	-	-	-	100,00	0	0	0	0	100,00
Staplers and staples		Pieces	-	-	-	300,00	0	0	0	0	300,00
White Board Markers		Pieces	-	-	-	50,00	0	0	0	0	50,00
Markers		Pieces	-	-	-	30,00	0	0	0	0	30,00
Carbon Paper		Pieces	-	-	-	30,00	0	0	0	0	30,00
Typewriter Ribbon		Pieces	-	-	-	150,00	0	0	0	0	150,00

15 Cellular Phones	Pieces	15	-	40,00	600,00	0	0	0	0	0	0	0	0	600,00
Scratch cards	Pieces	-	-	-	10,000	0	0	0	0	0	0	0	0	10,000
<b>Supplies and Commodities Sub-total</b>					<b>20,200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,200</b>
<b>6. Equipment</b>	<b>Unit</b>	<b>Qty.</b>	<b>Period</b>	<b>Unit Cost USD</b>	<b>Total Cost</b>	<b>UNFPA Contr.</b>	<b>UNDP Contr.</b>	<b>UNHCR Contr.</b>	<b>MOJ Contr.</b>	<b>PBF Contr.</b>				
8 File Cabinets – Four Drawer	Pieces	8	-	150,00	1,200	0	0	0	0	0	0	0	0	1,200
5 File Cabinets – Two Drawer	Pieces	5	-	130,00	650,00	0	0	0	0	0	0	0	0	650,00
Bookcases	Pieces	4	-	180,00	720,00	0	0	0	0	0	0	0	0	720,00
Evidence Safe – large	Pieces	1	-	3,000	3,000	0	1,000	0	0	0	0	0	0	2,000
Desks	Pieces	12	-	400,00	4,800	0	0	2,300	0	0	0	0	0	2,500
Desk Chairs	Pieces	12	-	150,00	1,800	0	0	900,00	0	0	0	0	0	900,00
12 Person Conference Table with Chairs	Pieces	1	-	5,000	5,000	0	0	0	0	0	0	0	0	5,000
White Boards	Pieces	5	-	150,00	750,00	0	0	0	0	0	0	0	0	750,00
Flip Chart Stands	Pieces	2	-	150,00	300,00	0	0	0	0	0	0	0	0	300,00
Flip Chart Pads	Pieces	6	-	15,00	90,00	0	0	0	0	0	0	0	0	90,00
Desk Top Computers with software	Pieces	4	-	1,200	4,800	0	0	3,600	0	0	0	0	0	1,200
Lap Top Computers with software	Pieces	9	-	1,500	13,500	0	0	0	0	0	0	0	0	13,500
UPS for 15 computers	Pieces	15	-	450,00	6,800	0	0	1,350	0	0	0	0	0	5,450
Voltage Stabilizers	Pieces	8	-	45,00	360,00	0	0	0	0	0	0	0	0	360,00
Internet Service Installation and Management	Pieces	1	-	10,000	10,000	0	0	0	0	0	0	0	0	10,000
Internet Service	Pieces	18	months	1,600	19,200	0	0	0	0	0	0	0	0	19,200
Printer	Pieces	5	-	250,00	1,250	0	0	250,00	0	0	0	0	0	1,000
Printers with scanning capability	Pieces	3	-	650,00	1,950	0	0	0	0	0	0	0	0	1,950
Digital Cameras	Pieces	4	-	250,00	1,000	0	0	0	0	0	0	0	0	1,000
Digital Voice Activated Tape Recorders	Pieces	4	-	500,00	2,000	0	0	0	0	0	0	0	0	2,000
Copying Machines with maintenance contracts	Pieces	2	-	8,000	16,000	0	900,00	0	0	0	0	0	0	15,100
Typewriter	Pieces	4	-	400,00	1,600	0	0	0	0	0	0	0	0	1,600

Video and audio equipment	Pieces	-	-	3,000	3,000	0	0	0	0	0	0	3,000
One-way mirror with installation	Pieces	-	-	500,00	500,00	0	0	0	0	0	0	500,00
Children's tables and chairs	Pieces	-	-	500,00	500,00	0	0	0	0	0	0	500,00
Bookcases and storage	Pieces	-	-	200,00	200,00	0	0	0	0	0	0	200,00
Art Supplies	Pieces	-	-	300,00	300,00	0	0	0	0	0	0	300,00
Interviewing tools with training guides	Pieces	-	-	2,000	2,000	0	0	0	0	0	0	2,000
Rugs or floor mats	Pieces	-	-	200,00	200,00	0	0	0	0	0	0	200,00
<b>Equipment Sub-total</b>					<b>98,000</b>	<b>0</b>	<b>1,900</b>	<b>8,400</b>	<b>0</b>	<b>0</b>	<b>87,700</b>	
<b>7. Travel</b>	<b>Unit</b>	<b>Qty.</b>	<b>Period</b>	<b>Unit Cost USD</b>	<b>Total Cost</b>	<b>UNFPA Contr.</b>	<b>UNDP Contr.</b>	<b>UNHCR Contr.</b>	<b>MOJ Contr.</b>	<b>PBF Contr.</b>		
Supervision (UNFPA, MOJ, MGD)	Lumpsum	-	-	10,000	10,000	0	0	0	0	0	10,000	
Travel costs of international consultants to support training	Lumpsum	-	-	25,000	25,000	0	0	0	0	0	25,000	
Travel and accommodation costs for Strategic planning Retreat	Lumpsum	1	-	30,000	30,000	0	0	0	0	0	30,000	
<b>Travel Sub-total</b>					<b>65,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>65,000</b>	
<b>8. Miscellaneous</b>	<b>Unit</b>	<b>Qty.</b>	<b>Period</b>	<b>Unit Cost USD</b>	<b>Total Cost</b>	<b>UNFPA Contr.</b>	<b>UNDP Contr.</b>	<b>UNHCR Contr.</b>	<b>MOJ Contr.</b>	<b>PBF Contr.</b>		
Public awareness, Material - development, printing and distribution	Lumpsum	1	-	10,000	10,000	0	0	0	0	0	10,000	
Printing and dissemination of the SGBV prosecution handbook	Lumpsum	1	-	15,000	15,000	0	0	15,000	0	0	0	
<b>Miscellaneous Sub-total</b>					<b>25,000</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	
<b>Project sub-total</b>					<b>994,958</b>	<b>20,000</b>	<b>105,570</b>	<b>39,400</b>	<b>89,000</b>	<b>740,988</b>		
9. Agency Management Support (7%)	UNFPA				51,869						51,869	
<b>TOTAL</b>					<b>1,046,827</b>	<b>20,000</b>	<b>105,570</b>	<b>39,400</b>	<b>89,000</b>	<b>792,857</b>		

\*Training costs covers a four day training for SGBV Crimes Unit Prosecutors, Investigators and Victim Support Officer and LNP Police Investigators with international and Liberian instructors on the Liberian laws related to prosecution of SGBV crimes, the Liberian court process, interacting with and interviewing victims including child victims and record keeping and report writing.

\*\* The Standard Financial Report that has been reviewed with the UNDG Financial Policies Working Group.

\*\*\* The rate shall be within the range of 5% to 9%, with overall expected average of 7% of the total of categories 1-8., as agreed to by Recipient UN Organizations in MOU signed with the PBF's Administrative Agent, the UNDP MDTF Office

## Detailed Work Plan for 18 Months 2008-2009

Output	Activities/Inputs	Budget	Delivery Date
1. Operational plan for prosecution of SGBV crimes developed by the MOJ	<ol style="list-style-type: none"> <li>1. A team is established to formulate the Operational Plan for the SGBV Crimes Unit</li> <li>2. The Operational Plan is drafted through consultative meetings and workshops</li> <li>3. The Operational Plan is finalized and presented to the Minister for endorsement</li> <li>4. The Operational Plan is printed and disseminated</li> </ol>	50,117	February 2009
2. SGBV Crimes Unit physically established and staffed and Prosecution by the Unit commences.	<ol style="list-style-type: none"> <li>1. SGBV Crimes Unit office space is renovated and equipped</li> <li>2. Terms of reference for the staff of the SGBV Crimes Unit developed and advertised for formalized recruitment</li> <li>3. Sexual Assault and Abuse Prosecution Handbook is printed and disseminated</li> <li>4. Staff of the SGBV Crimes Unit trained in managing database and maintenance of effective communication flow between stakeholders of the project</li> <li>5. Prosecution services of the SGBV Unit is ongoing</li> <li>6. Survey on public perception, attitudes and knowledge on SGBV and MOJ/LNP undertaken</li> <li>7. Mid-term and project end evaluations undertaken</li> </ol>	486,719	February 2010
3. SGBV Crimes Unit prosecutors, investigators and victim support officer are effectively <i>trained</i> in procedural and substantive areas to enhance prosecutorial effectiveness of SGBV crimes.	<ol style="list-style-type: none"> <li>1. Trainers are identified and recruited</li> <li>2. Training seminars and workshops held for Prosecutors, County Attorneys and City Solicitors</li> <li>3. Trainings held targeting prosecutors on client confidentiality especially dealing with sensitive cases involving minors</li> </ol>	280,225	August 2009

4. Public Education and Awareness of the SGBV Crimes Unit's work commences, in coordination with partners.	1. Development and dissemination of awareness-raising materials 2. Community Forums held in selected counties 3. Public education and awareness raising activities	229,703	April 2010
<b>Grand Total</b>		<b>1,046,827</b>	

Dates	6 Month Benchmarks	Indicators of Progress
First 6 Months	<ul style="list-style-type: none"> <li>▪ Operational Plan and Work-Plan of the Unit are developed and utilized</li> <li>▪ TOR for staff for the SGBV unit staff are available, staff identified and recruited</li> <li>▪ SGBV manual is printed and disseminated</li> <li>▪ Training of SGBV Unit staff and other stakeholders commenced</li> <li>▪ Provision of SGBV prosecution services commenced</li> <li>▪ Information-sharing and data-collection is enhanced between MOJ, MGD and LNP</li> <li>▪ Community Forums held</li> <li>▪ Survey conducted on public perception, attitude and knowledge on SGBV issues and vis-a-vis MOJ/LNP</li> <li>▪ Public education and awareness raising activities are undertaken (Print and radio media)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Operational Plan</li> <li>▪ Work Plan</li> <li>▪ TOR's for SGBV Unit staff</li> <li>▪ SGBV Unit staff recruited</li> <li>▪ Prosecution manual available</li> <li>▪ Training reports and minutes</li> <li>▪ GBV Task Force reports (enhanced coordination)</li> <li>▪ Court docket</li> <li>▪ Client files</li> <li>▪ Community Forum reports</li> <li>▪ Periodic progress reports</li> <li>▪ Survey results</li> <li>▪ Feedback from persons that have received public education/messages</li> </ul>
Second 6 Months	<ul style="list-style-type: none"> <li>▪ Provision of prosecution services for vulnerable population</li> <li>▪ Training of SGBV Unit staff and other stakeholders continued</li> <li>▪ Community Forums held</li> <li>▪ Mid-term evaluation completed</li> </ul>	<ul style="list-style-type: none"> <li>▪ Court docket</li> <li>▪ Client files</li> <li>▪ Training reports</li> <li>▪ Workshop reports</li> <li>▪ Periodic reports</li> <li>▪ Workshop/training reports</li> <li>▪ Findings of Mid-term evaluation</li> <li>▪ Periodic progress reports</li> </ul>
Third 6 months	<ul style="list-style-type: none"> <li>▪ Provision of prosecution services for vulnerable population continues</li> <li>▪ Training of SGBV Unit staff and other stakeholders continued</li> <li>▪ Community Forums held</li> <li>▪ End of project evaluation started</li> </ul>	<ul style="list-style-type: none"> <li>▪ Court docket</li> <li>▪ Client files</li> <li>▪ Workshop/training reports</li> <li>▪ Periodic progress reports</li> <li>▪ Evaluation of Phase I of project</li> </ul>



ANNEX 2.6

Liberia Peacebuilding Fund  
Project Summary

<b>Recipient UN Organization:</b>	UNFPA	<b>PBF Priority Area:</b>	3.3 Strengthening state capacity for peace consolidation 3.3.1 Strengthening and expanding state authority		
<b>Implementing Partner(s):</b>	MOJ, MGD, Judiciary, UNDP, UNHCR, The Carter Center, PAE				
<b>Project Number:</b>	<u>Ref. #: PP/R3/A3/05</u>				
<b>Project Title:</b>	Strengthening Prosecution of SGBV Offenses				
<b>Total Approved Project Budget:</b>	US\$792,857.00				
<b>Location:</b>	Montserrado				
<b>JSC Approval Date:</b>	05 December 2008				
<b>Project Duration:</b>	18 months	<b>Starting Date:</b>	01 February 2009	<b>Completion Date:</b>	01 August 2010
<b>Project Description:</b>	<p>The proposed Ministry of Justice SGBV Crimes Unit is a specially trained unit to provide a rapid investigative and prosecutorial response to complaints of sexual assault, abuse and exploitation in order to justly and fairly hold perpetrators accountable and provide support to victims in order to reduce the incidence of sexual violence in Liberia. Acting to safeguard the rights and freedoms of Liberians, particularly those most vulnerable to SGBV (women, girls, and boys) will result in the restoration of their dignity and status in society, and legitimisation of this status by the State. By prosecuting cases of sexual assault there will be an increase in the number of cases prosecuted in a timely and professional manner. The SGBV Crimes Unit will serve as the mechanism for accountability for the MOJ for all sexual offenses brought within the justice system. Liberian's confidence in the justice system will improve, and the system – as it relates to Liberia's most prevalent and destructive crimes – will be associated with Justice as opposed to impunity.</p>				
<b>Peacebuilding Impact:</b>	Improving prosecution services targeting SGBV crimes, with a focus on vulnerable women, girls and children, will contribute to a functioning and credible criminal justice system capable of ensuring that perpetrators of sexual offenses are fairly prosecuted, and victims have fair and effective redress through the formal justice system, with a view towards enhancing public trust, promoting public safety and justice to achieve consolidated peace.				
<b>Outcome(s):</b>	<p><u>Key Outcomes:</u></p> <ol style="list-style-type: none"> <li>1. The MOJ's internal structures are reformed to allow for targeted and efficient prosecution of SGBV cases by a specialised team of prosecutors, investigators and victim support officer.</li> <li>2. The SGBV Crimes Unit prosecutors, investigators and victim support advocate are effectively trained in procedural and substantive areas in order to enhance justice delivery to the community.</li> <li>3. SGBV Crimes Unit works with partners, through its Outreach and Training Coordinator, on public education in relation to SGBV and the Unit's work, enhancing public trust, promoting engagement with the formal justice system in cases of SGBV, and thereby reducing resort to violence or alternatives to formal justice.</li> </ol>				

<p><b>Outputs and Key Activities:</b></p>	<p><b>Outputs:</b></p> <ol style="list-style-type: none"> <li>1. Operational plan for prosecution of SGBV crimes developed by the MOJ</li> <li>2. SGBV Crimes Unit physically established and staffed. Information collection system is established. Prosecution by the Unit commences</li> <li>3. SGBV Crimes Unit prosecutors, investigators and victim support advocate are effectively trained further in procedural and substantive areas to enhance prosecutorial effectiveness</li> <li>4. Public Education and Awareness of the SGBV Crimes Unit's work enhanced, in coordination with partners</li> </ol> <p><b>Key Activities:</b></p> <ol style="list-style-type: none"> <li>1. Formulation of the Operational Plan of the SGBV Crimes Unit</li> <li>2. Physical refurbishment and equipping, including logistics - of the SGBV Crimes Unit</li> <li>3. Training seminars and workshops held for SGBV Crimes Unit prosecutors and legal professionals</li> <li>4. Coordination, data-collection and information-sharing</li> <li>5. Public education and awareness-raising</li> </ol>
<p><b>Indicator and Benchmarks:</b></p>	<p><b>Peacebuilding Impact Indicator:</b></p> <p>Accountability and trust in the Liberian Criminal Justice system is increased among the public through the timely and effective prosecution of SGBV cases especially involving women, girls and children.</p> <p><b>Output indicators:</b></p> <ol style="list-style-type: none"> <li>1. Level of increase in Government prosecutorial institutional and human resource capacities to effectively handle SGBV cases</li> <li>2. Level of increase in number of SGBV cases that are prosecuted in court and cases successfully adjudicated</li> <li>3. Level of increase in coordination among stakeholders in relation to information sharing and data collection involving SGBV offenses</li> <li>4. Level of increase of knowledge among the public of SGBV issues and the work of the SGBV prosecution unit/MOJ/LNP</li> </ol>
<p><b>Procurement:</b></p>	

**Submission Form  
To  
Joint Steering Committee**

<b>Part A. Meeting Information</b>			
<i>To be completed by the PBF Secretariat</i>			
SC Meeting No:	6 <sup>th</sup>		
Item No:	IV		
Date of Meeting:	05 December 2008		
<b>Part B: Project Summary</b>			
<i>To be completed by the Recipient UN Organization</i>			
From: <i>Head of Recipient UN Organization</i>  <b>Rose Gakuba, UNFPA Representative</b>	Date of Submission for TAP and JSC review:  <b>06 November 2008</b>		
Contact: <i>Telephone number, email</i> Tel: <b>06-435159</b> E-mail: <a href="mailto:gakuba@unfpa.org">gakuba@unfpa.org</a> , <a href="mailto:rogakuba@yahoo.com">rogakuba@yahoo.com</a>	Date of Submission following final work to address TAP and JSC's concerns  <b>16 January 2009</b>		
Proposed Project, if approved, would result in:  <input checked="" type="checkbox"/> New Project / Joint Project <input type="checkbox"/> Continuation of previous funding <input type="checkbox"/> Other (explain)	Proposed Project resulted from:  <input type="checkbox"/> National Authorities initiative within Liberia PBF Terms of Reference <input checked="" type="checkbox"/> UN Agency initiative within Liberia PBF Terms of Reference <input type="checkbox"/> Other (explain)		
Recipient UN Organization: <b>UNFPA</b>			
Implementing Partner(s): <b>MOJ, MGD, the Judiciary, UNDP, UNHCR, The Carter Center, PAE</b>			
Theme/Cluster/Priority Area: <b>Rule of Law</b>			
Project <sup>4</sup> Title: <b>Strengthening Prosecution of SGBV Offenses</b>			
Total Project Budget: <b>\$ 1,046,827</b>			
Amount requested: <b>\$ 792,857</b>			
Amount and percentage of indirect costs requested: <b>7% Agency Management Support Costs = \$ 51,869</b>			
Projected Annual Disbursements:	2009 \$ 47,443	2009 \$ 834,790	2010 \$ 164,594
Projected Annual Commitments:	2009 \$ 47,443	2009 \$ 834,790	2010 \$ 164,594

<sup>4</sup> The term "Projectme" is used for projects, Projectmes and joint Projectmes.

*Narrative summary of Project  
Not to exceed 500 words*

**1. Background**

*[Provide brief and concise information on the background of the project. Indicate how originated, refer to request endorsement or approval by relevant (Name of Country) authorities etc. If extension of existing project, provide information on original project, such as number, project amount, date of approval.]*

The high incidence of sexual assault and sexual abuse throughout Liberia necessitates an improved response to sexual offenses from all facets of the criminal justice system. The Judiciary is responding by establishing a specialized court (Criminal Court E) to deal with sexual offenses. This court will be staffed by judges trained to adjudicate sexual offenses cases. The Ministry of Justice proposes to establish a *SGBV Crimes Unit* to work in conjunction with Criminal Court E for speedy trials of cases involving sexual offenses. Staffed by personnel specially trained in sex crimes, this unit will investigate and prosecute criminal cases arising from incidents of sexual assault and abuse, incest, rape, gang rape and sexual exploitation with particular focus on cases involving adolescent and child victims.

The Ministry of Justice SGBV Crimes Unit is a pilot project and will be implemented in three phases beginning with establishment of a highly motivated and specially trained unit based in Monrovia, providing vertical investigation and prosecution of cases involving sexual offenses. Phase I is the subject of the proposed project. As the unit accumulates experience and expertise, the members will begin to provide mentoring and training to police and prosecutors. In Phase Two, the unit will be expanded in order to handle a greater number of cases from a wider geographical area. In Phase Three, the unit will be replicated in other parts of the country.

**2. Purpose of Proposed Project**

*[Detail key outcomes, outputs, from project cover sheet and attach detailed project document following format laid out in Annex 2.3]*

Peacebuilding Impact:

Improving prosecution services targeting SGBV crimes, with a focus on vulnerable women, girls and children, will contribute to a functioning and credible criminal justice system capable of ensuring that perpetrators of sexual offenses are fairly prosecuted, and victims have fair and effective redress through the formal justice system, with a view towards enhancing public trust, promoting public safety and justice to achieve consolidated peace.

Key Outcomes:

1. The MOJ's internal structures are reformed to allow for targeted and efficient prosecution of SGBV cases by a specialised team of prosecutors, investigators and victim support officer
2. The SGBV Crimes Unit prosecutors, investigators and victim support advocate are effectively trained in procedural and substantive areas in order to enhance justice delivery to the community
3. SGBV Crimes Unit works with partners, through its Training and Outreach Coordinator, on public education in relation to SGBV and the Unit's work, enhancing public trust, promoting engagement with the formal justice system in cases of SGBV, and thereby reducing resort to violence or alternatives to formal justice

Outputs:

1. Operational plan for prosecution of SGBV crimes developed by the MOJ
2. SGBV Crimes Unit physically established and staffed. Information collection system is established. Prosecution by the Unit commences
3. SGBV Crimes Unit prosecutors, investigators and victim support advocate are effectively trained further in procedural and substantive areas to enhance prosecutorial effectiveness
4. Public Education and Awareness of the SGBV Crimes Unit's work enhanced, in coordination with partners

Key Activities:

1. Formulation of the Operational Plan of the SGBV Crimes Unit
2. Physical refurbishment and equipping of the SGBV Crimes Unit
3. Training seminars and workshops held for SGBV Crimes Unit prosecutors and legal professionals
4. Coordination, data-collection and information-sharing
5. Public awareness-raising

**Part C: Technical Review**

*(To be completed by the PBF Secretariat on behalf of the Technical Advisory Panel)*

**Composition of Technical Advisory Panel:**

*Provide names, titles and organizational affiliation of Panel members*

**Jerome Hansen, Capacity Development Advisor – Liberia Peacebuilding Office, UNDP**  
**Christiana Solomon, Peacebuilding & Governance Focal Point, UNMIL Civil Affairs**  
**Ishmael Dadoo, Programme Officer, UNDP**

**External TAP**

**Peter Woodrow, Assistant Director, CDA Collaborative Learning Projects – Reflecting of Peace Practices (RPP), Cambridge, MA, USA**

**Prof. Cheyanne Church, CDA Collaborative Learning Projects – Reflecting of Peace Practices (RPP), Cambridge, MA, USA**

**PBF Secretariat**

**Wilfred N. Gray-Johnson, Coordination & Peacebuilding Officer, O/DSRSG(R&G) UNMIL**

**Benjamin Spatz, Advisor to the Minister of Internal Affairs,**

**Technical Advisory Panel Review Date:**

*Provide date(s) of review*

**13 November 2008**

**3. Evaluation of Proposal by the Technical Advisory Panel**

*Provide concise summary evaluation of proposal against:*

- **Explicitly articulate a theory of change – how does this project contribute to overall peacebuilding in Liberia, will the likelihood of conflict increase if this project do not move forward? Not clearly stated in the proposal**
- **Connection to overall court system including system’s ability to handle increased caseload**
- **Does a project of this type have the ability to generate funds elsewhere?**
- **Between connection to other gender/sgbv initiatives – how is this linked to the UN / GoL Joint Programme on GBVs?**
- **Outreach/awareness raising / publicity not developed**
- **What is the connection of this project to traditional systems of justice?**

<i>i) General principles and selection criteria</i>		
(a)	Is the Project explicitly based on Liberia PBF Priority Plan?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(b)	Does the project build capacity within national institutions?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

(c)	Does the project promote and ensure national and local ownership?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(d)	Does the organization have the appropriate system to deliver expected results (also looking at earlier performance and project delivery)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(e)	Does the project avoid duplication of and significant overlap with the activities of other actors?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(f)	Does the project use strategic entry points that respond to immediate needs and yet facilitate longer-term improvements?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(g)	Does the project build on existing resources, capacities, strengths and experience?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(h)	Can the Project be completed within 18 months?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<i>ii) Relevance to peacebuilding criteria</i>		
(a)	Are peacebuilding and reconciliation aspects adequately addressed by the proposal?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(b)	Are related gender dimensions taken into account and adequately addressed by the proposal?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(c)	Are the theory of change and strategy for the project appropriate for, and relevant to the particular conflict situation?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<i>iii) Project design criteria</i>		
(a)	Are the activities appropriate, practical, and consistent with the expected results?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(b)	Are risks taken into account and is this analysis reflected in the structure and design of the logframe?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(c)	Has the role of partners been identified and is their level of involvement and participation in the project satisfactory?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(d)	Does the proposal include realistic provisions for monitoring and are the indicators at impact, outcome and output level adequate?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<i>iv) Impact and Sustainability</i>		
(a)	Is the project likely to have a tangible/measurable impact on its target groups, especially in terms of building peace and reconciliation?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(b)	Is the project likely to have multiplier effects, including scope for replication and/or extension?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(c)	Does the proposal have mechanisms to ensure that it is sustained beyond the end date?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(d)	Does the proposal have the mechanisms to be fully integrated and mainstreamed into new Projects and projects?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> Overall Technical Advisory Panel review of project submission [Recommendations] <b>Approval by the JSC for funding after TAP and JSC concerns are addressed</b>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

**Part D: Administrative Review**

*To be completed by the Liberia PBF Secretariat*

**4. Review by PBF Secretariat**

*Date of review:*

**17 January 2009 (final review date)**

**Check on Project Proposal Format Contents**

- |   |   |                             |
|---|---|-----------------------------|
| <input type="checkbox"/> Cover sheet (first page)                         | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| <input type="checkbox"/> Logical Framework                                | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| <input type="checkbox"/> Project Justification                            | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| <input type="checkbox"/> Project Management Arrangements                  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| <input type="checkbox"/> Risks and Assumptions                            | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| <input type="checkbox"/> Budget   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| <input type="checkbox"/> Progress Report (for supplementary funding only) | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| <input type="checkbox"/> Support Cost                                     | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

*Provide concise summary assessment against:*

- 18 Months Implementation*  
**Elaborate – As outlined in the project -frame and workplan the project will be implemented over an 18 months period from 1 February 2009 – August 2010. This however is in anticipation of receiving funding before the end of January 2009.**
  
- Agency indirect support cost*  
*Elaborate*  
**See project implementation and supervision on page 17**
  
- General evaluation criteria*  
*Elaborate*  
**See M&E plan on page 18.**

**Part E General criteria for prioritising Projects/projects**

(a)	Must be in line with Liberia PBF Priority Plan	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(b)	Recipient Organisation is unable to meet high or urgent priority needs with existing level of funding	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(c)	Addresses high priority activities that have significant impact, and by nature must address seasonal or timing imperatives and considerations.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(d)	Supports activities that are likely to improve the overall peacebuilding situation at national and local levels.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

**5. Recommendation of the PBF Secretariat**

*Elaborate*

The Secretariat has reviewed the project proposal and acknowledges that both TAP and JSC concerns have been taken into consideration and addressed in the proposal. In this regard, the Secretariat recommends the project to be approved by the Co-chairs of the SC, for submission to the MDTF.



**Part F: Decision of Steering Committee**

*(To be completed by the Steering Committee)*

**5. Decision of the Liberia PBF Joint Steering Committee**

- Approved for a total budget of **\$792,857.00**
- Approved with modification/condition
- Deferred/returned with comments for further consideration
- Rejected

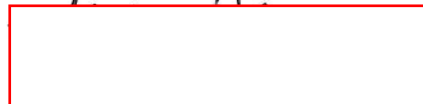
**Comments/Justification**

After rigorous review, the project proposal will help address a critical area that could undermine peace and stability in Liberia. It also is in line with the Liberia Priority Plan and meets the criteria for PBF funding.

**Ambulai Johnson**  
Minister of Internal Affairs  
Co-Chair, PBF Joint Steering Committee



**Jordan Ryan**  
Deputy Special Representative of  
the Secretary-General (R&G)  
Co-Chair, PBF Joint Steering Committee





**Part G: Administrative Agent Review**

*To be completed by the Administrative Agent*

**7. Action taken by the Administrative Agent: MDTF Office, UNDP**

- Project consistent with provisions of the Liberia PBF Memorandum of Understanding and Standard Administrative Arrangements with donors.

**Bisrat Aklilu,  
Executive Coordinator, MDTF Office, UNDP**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**