



**Annual Work Plan**

Turkey - Ankara

Report Date: 2/5/2019

Project: 00089656

Project Title: Legal Aid Practices

Year: 2019

Output	Key Activities	Timeframe		Responsible Party	Planned Budget			Amount US\$	
		Start	End		Fund	Donor	Budget Descri		
00095761 Legal Aid Practices	Enhanced Capacity Attorney	1/9/2015	3/9/2018	UNDP	30000	SIDA	72100	Contractual Services-Companie	24,000.00
					30000	TUR-UTBA	75700	Training, Workshops and Confe	6,479.00
					30000	TUR-UTBA	74200	Audio Visual&Print Prod Costs	6,000.00
					30000	SIDA	75100	Facilities & Administration	8,504.80
					30000	SIDA	75700	Training, Workshops and Confe	3,621.00
					30000	SIDA	71300	Local Consultants	35,650.00
					30000	SIDA	71600	Travel	20,300.00
					30000	SIDA	75100	Facilities & Administration	6,189.62
					30000	SIDA	71300	Local Consultants	36,500.00
					30000	SIDA	75700	Training, Workshops and Confe	10,010.00
					30000	SIDA	71600	Travel	24,880.00
					30000	SIDA	75100	Facilities & Administration	2,590.40
					30000	SIDA	75700	Training, Workshops and Confe	10,000.00
					30000	SIDA	71300	Local Consultants	23,880.00
Improved Performance Syst	Project Management	1/9/2015	3/9/2018	UNDP	30000	TUR-UTBA	75100	Facilities & Administration	2,000.00
					30000	TUR-UTBA	71400	Contractual Services - Individ	14,463.00
					30000	TUR-UTBA	74500	Miscellaneous Expenses	4,500.00
TOTAL	GRAND TOTAL			UNDP	30000	TUR-UTBA	71500	UN Volunteers	3,900.00
									243,487.82

## **Request for no cost extension of 'Legal-Aid' Phase I Project**

**From:** Malin Stawe <[malin.stawe@gov.se](mailto:malin.stawe@gov.se)>

**Sent:** 21 March 2019 12:23

**To:** Sukhrob Khojimatov <[sukhrob.khojimatov@undp.org](mailto:sukhrob.khojimatov@undp.org)>

**Cc:** Seher Alacaci <[seher.alacaci@undp.org](mailto:seher.alacaci@undp.org)>; Sezin Uskent <[sezin.uskent@undp.org](mailto:sezin.uskent@undp.org)>; Özgür Tek <[ozgur.tek@gov.se](mailto:ozgur.tek@gov.se)>

**Subject:** RE: Request for no cost extension of 'Legal-Aid' Phase I Project

Dear Mr. Sukhrob Khojimatov,

Many thanks for the update and the good work. With reference to your e-mail below received on 13 March 2019 on a no-cost extension of the " *Support to Improvement of Legal Aid Practice for access to Justice for all in Turkey* " I would like to inform you that we accept your extension request.

The operational completion date of the project shall be moved forward and thereby set to 30 April 2019.

We look forward to the findings from the field visits and the reports from them along with a communication strategy and your plans as regards gender mainstreaming and preparation of sound baselines to be used in Phase II of the project.

We propose that this e-mail and your confirmation (via e-mail) shall constitute an agreement amendment between UNDP and Sida that shall enter into force as of this date.

Sincerely yours,  
Malin Stawe

**Malin Stawe** Counsellor/Head of Pre-Accession & Humanitarian Assistance  
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**From:** Sukhrob Khojimatov [<mailto:sukhrob.khojimatov@undp.org>]

**Sent:** den 13 mars 2019 11:52

**To:** Malin Stawe <[malin.stawe@gov.se](mailto:malin.stawe@gov.se)>

**Cc:** Seher Alacaci <[seher.alacaci@undp.org](mailto:seher.alacaci@undp.org)>; Sezin Uskent <[sezin.uskent@undp.org](mailto:sezin.uskent@undp.org)>; Özgür Tek <[ozgur.tek@gov.se](mailto:ozgur.tek@gov.se)>

**Subject:** Request for no cost extension of 'Legal-Aid' Phase I Project

Dear Malin,

Greetings and please be informed that I have been closely following the progress of Inception Period that we initiated in January with an extension of our 'Legal-Aid' Phase I Project until 31 of March 2019. The Period focuses on conducting the baseline studies for Phase II and bridge the outcomes of Phase I with planned results of Phase II.

As UNDP we established a team of experts (lawyers, gender, communication and feasibility). At the end of each visit a pilot bar review and a road map have been prepared to be used as a baseline in the 2<sup>nd</sup> Phase for the establishment of Poppy Structure in addition to overall assessment reports. In the meantime a communication strategy and gender mainstreaming into project activities have been under preparation for the 2<sup>nd</sup> Phase having the knowledge of the field and Ankara.

As you know, in parallel, the team has been working on the Project Document of Phase II. Coming to the mid-way of their work in the field and almost end of the official extension period (March 2019), we have understood that there has been further work needed to be done in order to improve the Project Document of Phase II, finalize the field visits and their reporting together with communication strategy and gender mainstreaming. Time will also needed to better integrate our findings from the field to Project Document and prepare sound baselines to be used immediately when Phase II will start.

For better quality outputs and to secure full integration of Inception Results into preparations for Phase II, office is kindly requesting to extend the duration of the Inception Period until the end of April 2019 (no cost extension). In that period, the team will finalize all field visits, reports, conducting of 2<sup>nd</sup> Coordination Meeting, final SC meeting of Phase I. It is for sure we will submit the Project Document before the Inception ends and hopefully finalize contracting in the earliest possibility so that team can start working on Phase II as soon as Inception finishes. Such an additional time is also required to finalize the payments since field visits have been finishing on 28<sup>th</sup> March (there had been delays due to unavailability of bar association to conduct the visits as planned).

I thank you for such a fruitful cooperation and strong partnership. I am looking forward to hearing a positive feedback.

All the best,  
Sukhrob

**Sukhrob Khojimatov**  
Deputy Country Director  
TURKEY

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