

APPROVED
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APPROVED
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 National Project Coordinator
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 2018

Annual Detailed Work Plan 2019

Project Title: "Civic Engagement in Environmental Monitoring and Improving Environmental Management at the Local Level"

Project ID: 00090215/00096095

United Nations Development Assistance Framework (UNDAF) Focus Area: 3. Environmental Protection and Sustainable Environmental Management Based on the Principles of Green Economy.

Expected UNDAF Outcome(s)/Indicator(s): 3.1. By 2020, policies have been improved and measures have been effectively implemented to increase energy efficiency and the production of renewable energy, to protect landscape and biological diversity, and to reduce the anthropogenic burden on the environment.

Executing Entity: Ministry of Natural Resources and Environmental Protection of the Republic of Belarus

Activity description	Amount by quarters, USD				Total (USD)	Fund/Donor	Budget Account	Executing entity/Responsible institution	Annual Target	
	Q1	Q2	Q3	Q4						
Component 1: Establishing / providing support to at least six "environmental monitoring clubs" / public environmental coordinating councils in the regions of Belarus (at least one in each oblast).										
1.1.	Development and publication of a guide on civic engagement in environmental monitoring							001981/ PIU, UNDP, MNREP	1500 copies of the guide on civic engagement in environmental monitoring developed in 2018, is published and widely disseminated among the stakeholders all over Belarus.	
1.1.1.	Development and publication of a guide on involving the public in environmental monitoring, including (if necessary) the development of regulations on regional PECCs		3,000		3,000	30079/10159	74200 - Audio, video and printed materials	001981/ PIU, UNDP, MNREP, RCNREP	1. 1500 copies of the guide on civic engagement in environmental monitoring developed in 2018, is published and widely disseminated among the stakeholders all over Belarus. The guide is used during organization of 49 trainings all over Belarus within implementation of activity 1.2. 2. Function of 7 PECCs, including Minsk city and 6 regional PECCs (Brest, Grodno, Vitebsk, Gomel, Mogilev, Minsk regional) is ensured on the basis of updated Regulations of each of 7 PECCs in 2018. Efficiency of work of 7 PECCs on the basis of updated Regulations is done.	
1.1.2.	Inviting new members to the public environmental coordinating councils in all oblasts								Activity is completed in 2018.	
1.1.3.	Conduct of PECCs meetings during the project implementation period	1,000	1,000	1,000	1,000	4,000	30079/10159	71600 - local travel	001981/ PIU, UNDP, MNREP, RCNREP	1. At least 21 meetings of PECCs are held with the support from the project, per three in each region of Belarus (Grodno, Brest, Vitebsk, Gomel, Mogilev, Minsk region) and in Minsk city. Issues on engagement of public into decision-making on environmental issues, access to ecological information, crucial environmental issues of the regions, and other relevant issues are discussed at the meetings of PECCs. Regulations on their functioning are discussed. 2. Minutes of the meetings are duly prepared and made publicly available at the web-sites of Regional committees of natural resources and environmental protection.
1.2.	Selection of CSOs and trainings on environmental monitoring for the volunteers - members of environmental clubs								001981/ PIU, UNDP, MNREP	1. Two educational programs, on implementation of Aarhus Convention and environmental monitoring including distant courses, are developed by Yanka Kupala Grodno State University, selected as the result of open competition in 2018. 2. At least 980 specialists from all over Belarus are trained on implementation of Aarhus Convention and environmental monitoring by using the developed educational programs.
1.2.1.	Organization and conduct of a competition to select CSOs for: 1) design of educational programmes including distance education, and 2) organization of education on the issues covered by the Aarhus Convention and on environmental monitoring									Activity is completed in 2018.
1.2.2.	The design by the selected CSO of educational programmes on environmental monitoring and the Aarhus Convention								001981/ PIU, UNDP, MNREP, CSO	1. Two educational programs, on implementation of Aarhus Convention and environmental monitoring including distance courses, are developed by Yanka Kupala Grodno State University. 2. Educational programs include all documents as per the education standards of Belarus: training materials, training plan, methodical materials. 3. Educational programs are agreed by MNREP.
1.2.3.	Organization of training on environmental monitoring and the Aarhus Convention								001981/ PIU, UNDP, MNREP, CSO	1. At least 980 specialists from all over Belarus are trained on implementation of Aarhus Convention and environmental monitoring used developed educational programs in the result of 49 trainings, per one in the each of 6 regions of Belarus and in Minsk. Trainings are held in the forms of workshops, webinars, and round tables. 2. Lists of trainees include members of PECCs, students, members of environmental monitoring clubs, resource centers on "green schools", representatives of CSOs, volunteers, environmentalists, local authorities, etc.

Activity description		Amount by quarters, USD				Total (USD)	Fund/Donor	Budget Account	Executing entity/Responsible institution	Annual Target
		Q1	Q2	Q3	Q4					
1.3.	Organization of environmental monitoring clubs								001981/ PIU, UNDP, MNREP, MoE	1. Functioning of 7 environmental monitoring clubs, per one in each region of Belarus (Brest, Gomel, Vitebsk, Grodno, Mogilev, Minsk region) and in Minsk is ensured at the "green schools" selected in 2018 in the result of the contest. 2. Regulations on function of each club (7 Regulations in total) are developed and duly agreed with MNREP, Ministry of Education and administration of the schools. 3. Basic equipment for environmental monitoring and demonstration of results of the monitoring is procured and delivered to the "green schools" , on the basis of which environmental monitoring clubs are established. Activities on organization of environmental monitoring and installation of equipment are done in line with the activities within component 3 of the project.
1.3.1.	An inception workshop									Activity is completed in 2018.
1.3.2.	Development of Regulations on "environmental monitoring clubs"	2,500				2,500	30079/10159	71300 - local consultants	001981/ PIU, UNDP, MNREP, MoE	1.Regulations on function of environmental monitoring clubs at 7 "green schools" selected within the contest at the end of 2018 in each region of Belarus and in Minsk are developed. 2. Regulations on function of each of 7 clubs are duly agreed with MNREP, Ministry of Education and administration of the schools.
1.3.3.	Selection of "green schools" and establishment of environmental monitoring clubs at these schools									Activity is completed in 2018. 7 "Green schools" for establishing environmental monitoring clubs are selected at the end of 2018 as the result of the contest.
1.3.4.	Establishment / support of "environmental monitoring clubs" at "green schools"	1,300	1,300	1,400	1,000	5,000	30079/10159	71600 - local travel	001981/ PIU, UNDP, MNREP, MoE	1. Functioning of 7 environmental monitoring clubs, per one in each region of Belarus (Brest, Gomel, Vitebsk, Grodno, Mogilev, Minsk region) and in Minsk is ensured. 2. Basic equipment for environmental monitoring and demonstration of results of the monitoring is procured and delivered to the "green schools" , on the basis of which environmental monitoring clubs are established. 3. Staff of the "green schools" are trained on environmental monitoring using basic equipment for environmental monitoring. Activities on organization of environmental monitoring and installation of equipment are done in line with the activities within component 3 of the project.
1.4.	Opinion polls on environmental issues								001981/ PIU, UNDP, MNREP	Nation-wide opinion poll of civil servants, staff of business units, CSOs, populations, other stakeholders is completed in 2018.
1.4.1.	Opinion polls at the beginning and after the completion of the Project									Nation-wide opinion poll of civil servants, staff of business units, CSOs, populations, other stakeholders is completed in 2018.
1.4.2.	Awareness-raising campaign on environmental issues including environmental monitoring								001981/ PIU, UNDP, MNREP	Awareness of broad range of stakeholders all over Belarus is raised through running of information campaign. Information campaign covers such topic as implementation of Aarhus Convention, public participation in environmental decision-making, development of ecological education and "green schools" network, etc. Information campaign is organized inline with the project communication strategy. Target groups of the awareness-raising campaign are preschoolers, school children, students, environmentalists, population, pedagogues, local authorities, CSOs, etc. Practical awareness-raising activities are carried out as planned within activity 4.4.
1.5.	UNDP Programme support (Advisors)	500	500	500	500	2,000	30079/10159	64300 - UNDP Programme support	001981/ PIU, UNDP	UNDP CO Staff Support related to the project activities are duly and timely paid.
TOTAL COMPONENT 1:						16,500.00				
Component 2: Involvement of at least three CSOs in the design of educational programmes, organization of education on environmental issues, and educational activity at minimum 70 "green schools" of the country.										
2.1.	Basic training on environmental monitoring for the teachers of "green schools"								001981/ PIU, UNDP, MNREP, CSOs	At least three CSOs are involved into design of professional development programmes for pedagogues and teachers including distance education, and organization of education for them in the in the following fields: biodiversity, waste management, water supply, energy, community actions and air quality monitoring, Aarhus Convention provisions, e.g. modules of "green schools" course. Professional development programmes for pedagogues and teachers, including off-line program and distance course, are developed. At least 560 teachers and pedagogues are trained on running of "green schools" course on the basis of the developed programs.
2.1.1.	Organization and conduct of a competition to select CSOs for: 1) the design of professional development programmes for pedagogues and teachers including distance education and 2) organization of education in the following fields: biodiversity, waste, water supply, energy and community actions								001981/ PIU, UNDP, MNREP, CSOs	Activity is completed in 2018.
2.1.2.	The design by the selected CSOs of professional development programmes for pedagogues and teachers (including distance education) in the following fields: biodiversity, waste, water supply, energy and community actions								001981/ PIU, UNDP, MNREP, CSOs	1. Programs of professional development for pedagogues and teachers to round "green schools" course is developed, including off-line program and distance educational course. The programs cover the following basic directions: biodiversity conservation, waste management, water supply, energy, community actions and air quality monitoring, Aarhus Convention provisions. 2. The programs are developed in line with the educational standards of Belarus and include trainings plans and methodical materials. 3. The programs are agreed with the MNREP.

Activity description		Amount by quarters, USD				Total (USD)	Fund/Donor	Budget Account	Executing entity/Responsible institution	Annual Target
		Q1	Q2	Q3	Q4					
2.1.3	Organization of professional development for pedagogues and teachers (including distance education) in the following fields: biodiversity, waste, water supply, energy and community actions			7,000	8,000	15,000	30079/10159	72100 - contractual services - companies	001981/ PIU, UNDP, MNREP, CSOs	1. At least two CSOs are selected in the result of open competition for organization of training of pedagogues and teachers under the programs of professional development on running of "green schools" course. 2. At least 560 pedagogues and teachers are trained in the result of 28 trainings in 6 regions of Belarus and in Minsk, per 20 people in each of the trainings. Capacities of teachers and pedagogues in the following fields are increased: biodiversity conservation, waste management, water supply, energy, community actions and air quality monitoring, Aarhus Convention provisions. Trainings are organized in the form of the workshops.
2.2.	Publication of guides and other materials for "green schools"									Not applicable for the current planning period. Update and publication of the guides and other materials for "green schools" is planned for 2020 with due regard to the experience of running of "green schools" program in resource centers and involvement of the "green schools" in air quality monitoring.
2.3.	Monitoring of "green schools"	2,000				9,000	30079/10159	71300 - local consultants	001981/ PIU, UNDP, MNREP, MoE	Monitoring over functioning of the network of "green schools" all over the country is ensured by the project staff, experts, CSOs, other involved stakeholders. At least 70 schools are visited. Promotion of "Green schools" course and verification of the reports prepared by the schools, in case the schools run "Green schools" course are done during the monitoring visits.
		1,500	2,000	2,000	1,500		30079/10159	71600 - local travel		
2.3.1.	Expanding of "green schools" network								001981/ PIU, UNDP, MNREP, MoE	Monitoring over functioning of the network of "green schools" all over the country is ensured by the project staff, experts, CSOs, other involved stakeholders. At least 70 schools are visited. Promotion of "Green schools" course and verification of the reports prepared by the schools, in case the schools run "Green schools" course are done during the monitoring visits.
2.3.2.	Revision of basic documents on running of "Green schools" optional course	1,000				1,000	30079/10159	71300 - local consultants	001981/ PIU, UNDP, MNREP, MoE	Basic documents stipulating running of "Green schools" optional course and conditions of issue of diplomas evidencing that the school is "green" are revised and updated, including Regulations on running of "Green schools" course and conditions of issue of diplomas evidencing that the schools are "green"
2.4.	Expanding the "Green Schools" project to kindergartens and institutions for children with disabilities								001981/ PIU, UNDP, MNREP, MoE	Functioning of model kindergarten on "green schools" in Minsk is ensured. Experience of running of "Green schools" program in the kindergartens in other regions of the country is disseminated through organization of regional workshop. Manual on running of "Green schools" program for preschoolers is developed and published on the basis of Methodical recommendations developed in 2018. Functioning of the National Rehabilitation Centre for Children with Disabilities in Minsk as pilot resource center on "green schools" is ensured.
2.4.1.	Preparation and publication of guides and other materials for "green" kindergartens		2,500			4,500	30079/10159	71300 - local consultants	001981/ PIU, UNDP, MNREP, MoE	1. Manual on running of "Green schools" program in kindergarten is developed on the basis of the Methodical recommendations on running of "green schools" program in kindergarten (developed in 2018). Manual is agreed with MNREP and MoE. 2. At least 100 copies of Manual on running of "Green schools" program in kindergartens is published and disseminated among kindergartens all over the Republic. 3. Booklet on running of "Green schools" program in kindergartens is developed. At least 300 booklets are published and disseminated all over Belarus.
			2,000				30079/10159	74200 - Audio, video and printed materials		
2.4.1.1	Training on "green schools" program in kindergartens			2,000		2,000	30079/10159	72100 - contractual services - companies	001981/ PIU, UNDP, MNREP, MoE	1. At least 30 people, including representatives of educational institutions for preschoolers, are trained on running of "green schools" program in kindergartens in the course of training organized in one of the regions of Belarus. 2. Experience of function of model kindergarten on "green schools" is presented to the participants of the training.
2.4.2.	Purchase of simple demonstration equipment	2,000				2,000	30079/10159	72300/72400 - Equipment and other goods	001981/ PIU, UNDP, MNREP	All the equipment included into developed and agreed in 2018 list of equipment, works and services for the selected model kindergarten are procured and delivered, including system of video surveillance, butterfly nets, wattmeter, etc. Equipment is transferred to the beneficiary in line with UNDP procedures.
2.4.3.	Establishing a pilot resource center for "green schools" at the National Rehabilitation Centre for Children with Disabilities		14,000			20,000	30079/10159	72200 - Furniture	001981/ PIU, UNDP, MNREP, National Rehabilitation Centre for Children with Disabilities	Functioning of National Rehabilitation Centre for Children with Disabilities in Minsk as pilot resource center for "green schools" for this type of institutions is ensured: 1. Training of children under "Green schools" course is ensured in the National Rehabilitation Centre for Children with Disabilities (Center). 2. Knowledge of the staff of the Center on environmental monitoring, implementation of Aarhus Convention, running of "Green schools" program is improved through trainings organized within sub-activities 1.2.3 and 2.1.3.). 3. Equipment, works and services, included into the agreed list for procurement for the Center in 2018, are procured and delivered to the Center, including: "green class", furniture for "green class", butterfly nets, lens, binocular, web-camera, etc. 4. Equipment is duly transferred to the beneficiary in line with UNDP procedures.
		4,000	2,000				30079/10159	72300/72400 - Equipment and other goods		
2.5.	Updating the website dedicated to "green schools"								001981/ PIU, UNDP, MNREP	Web-site dedicated to "green schools", www.greenlogic.by is updated on regular basis. All the news, information, video and photo materials, presentations related to "green schools" and project implementation are uploaded to the web-site.

Activity description		Amount by quarters, USD				Total (USD)	Fund/Donor	Budget Account	Executing entity/Responsible institution	Annual Target
		Q1	Q2	Q3	Q4					
2.6.	Environmental camp sessions for the teachers and students of "green schools"								001981/ PIU, UNDP, MNREP, "Zubryonok" and "Nadezhda" centers	1. Functioning of pilot resource centers of "green schools" at "Zubryonok" and "Nadezhda" children's health-improving centres, and pilot resource center for rural "green schools" at the Centre for Folk Arts and Crafts in Kopyś is ensured. 2. Pilot resource centres on "green schools" at "Zubryonok" and "Nadezhda" children's health-improving centres and at the Centre for Folk Arts and Crafts in Kopyś are fully equipped in line with the lists of equipment, works and services developed and agreed in 2018. 3. 350 children and teachers from "green schools" from all over Belarus underwent intensive course on "green schools" as the summers sessions at "Zubryonok" and "Nadezhda" children's health-improving centers.
2.6.1.	Environmental camp sessions for the teachers and students of "green schools"					30079/10159	72100 - contractual services - companies		001981/ PIU, UNDP, MNREP, "Zubryonok" and "Nadezhda" centers	1. At least 350 children and teachers from "green schools" all over Belarus are selected, 50 people from each of regions of Belarus and from Minsk, with the involvement of CSO selected in 2018. 2. At least 350 children and teachers from "green schools" from all regions of Belarus and Minsk attended summer sessions on "green schools" of at least 12 days each, at "Zubryonok" and "Nadezhda" children's health-improving centers. 3. During 12-days summer sessions children and pedagogues underwent special training on "green schools" combined with outdoor activities, and exchanged experience on running of "green schools" course.
2.6.2.	Establishing a pilot resource center of "green schools" for summer recreation camps at "Zubryonok" / "Nadezhda" children's health-improving centres								001981/ PIU, UNDP, MNREP, "Zubryonok" and "Nadezhda" centers	Functioning of "Zubryonok" and "Nadezhda" children's health-improving centers as pilot resource center for "green schools" is ensured: 1. Children are trained under "Green schools" course in "Zubryonok" and "Nadezhda" children's health-improving centers (Centers). 2. Knowledge of the staff of the Centers on environmental monitoring, implementation of Aarhus Convention, running of "Green schools" program is improved through trainings organized within sub-activities 1.2.3 and 2.1.3.). 3. Equipment, works and services, included into the agreed lists for procurement for the Centers in 2018, are procured and delivered to the Center, including "clever energy" house at "Zubryonok" center. 4. Equipment is duly transferred to the beneficiaries in line with UNDP procedures.
2.6.2.1.	Procurement of equipment for resource center of "green schools" at "Zubryonok" children's health-improving center	17,000				30079/10159	72200 - Furniture 72300/72800 - IT equipment and other goods		001981/ PIU, UNDP, MNREP, "Zubryonok" children's health-improving center	1. Equipment, works and services, included into the agreed list for procurement for the Center in 2018, are procured and delivered to the Center, including: interactive panel, microscope, laboratory equipment, monitors, etc. 2. Equipment is duly transferred to the beneficiary in line with UNDP procedures.
2.6.2.2.	Construction of "clever energy" house at "Zubryonok" children's health-improving center			150,000		30079/10159	72100 - contractual services - companies		001981/ PIU, UNDP, MNREP, "Zubryonok" children's health-improving center	1. "Clever energy" house is constructed based on the engineering design documentation developed by "Zubryonok" children's health-improving center. 2. "Clever energy" house is launched. At least 50 people, including representatives of UNDP, EU, MNREP, MoE, mass media, etc. took part at the PR event on launch of the house.
2.6.2.3.	Procurement of equipment for resource center of "green schools" at "Nadezhda" children's health-improving center	6,600				30079/10159	72300 - Materials		001981/ PIU, UNDP, MNREP, "Nadezhda" children's health-improving center	1. Equipment, works and services, included into the agreed list for procurement for the Center in 2018, are procured and delivered to the Center, including: interactive stands, interactive models for ecological education, etc. 2. Equipment is duly transferred to the beneficiary in line with UNDP procedures.
2.6.2.4.	Construction of summer class on "green schools" at "Nadezhda" children's health-improving center								001981/ PIU, UNDP, MNREP, "Nadezhda" children's health-improving center	1. Reconstruction and repair of building of summer class on "green schools" is completed on the basis of the contract concluded in 2018. 2. Summer class on "green schools" is launched. At least 50 people, including representatives of UNDP, EU, MNREP, MoE, children, mass media, etc. took part in the PR event dedicated to the launch of the summer class.
2.6.3.	Establishing a pilot resource center for rural "green schools" at the Centre for Folk Arts and Crafts in Kopyś of Orša District								001981/ PIU, UNDP, MNREP, Centre for Folk Arts and Crafts in Kopyś	Functioning of the Centre for Folk Arts and Crafts in Kopyś as pilot resource center on "green schools" for rural schools and for similar institutions is ensured: 1. "Green schools" course is run in the Centre for Folk Arts and Crafts in Kopyś based on the documents prepared in 2018. 2. Knowledge of the staff of the Centre for Folk Arts and Crafts in Kopyś on environmental monitoring, implementation of Aarhus Convention, running of "Green schools" program is improved through trainings organized within sub-activities 1.2.3 and 2.1.3.). 3. Equipment, works and services are procured and delivered to the Center.
2.6.3.1.	Procurement of equipment for resource center of "green schools" at the Centre for Folk Arts and Crafts in Kopyś of Orša District	5,500				30079/10159	72300/72800 - IT equipment and other goods		001981/ PIU, UNDP, MNREP, Centre for Folk Arts and Crafts in Kopyś	1. Equipment, works and services, included into the agreed lists for procurement for the Centre for Folk Arts and Crafts in Kopyś in 2018, are procured and delivered to the Center, including interactive panel, wattmeter, butterfly nets, lens, binoculars, etc. 2. Equipment is duly transferred to the beneficiary in line with UNDP procedures.
2.6.3.2.	Construction of open-air terrace at the Centre for Folk Arts and Crafts in Kopyś of Orša District		12,000			30079/10159	72100 - contractual services - companies		001981/ PIU, UNDP, MNREP, Centre for Folk Arts and Crafts in Kopyś	1. Engineering design documentation for construction of open-air terrace for outdoor activities under "green schools" course is developed. 2. Open-air terrace is constructed, opened and used for training of children on "Green schools" course.
2.7.	UNDP Programme support (Advisors)	500	500	500	500	30079/10159	64300 - UNDP Programme support		001981/ PIU, UNDP	UNDP CO Staff Support related to the project activities are duly and timely paid.
TOTAL COMPONENT 2:						246,600.00				

Activity description	Amount by quarters, USD				Total (USD)	Fund/Donor	Budget Account	Executing entity/Responsible institution	Annual Target
	Q1	Q2	Q3	Q4					
Component 3: Ensuring cooperation between at least 15 "green schools" and local bodies authorized to perform environmental monitoring regarding data collection and management.									
3.1.	Establishing of resource centres for "green schools"							001981/ PIU, UNDP, MNREP, National Centre for Ecology and Local Studies	Establishment of 11 resource centres for "green schools" is ensured, including within component 2 of the project: - National Resource Centre at the National Centre for Ecology and Local Studies; - Resource centres for summer camps at "Zubryonok" and "Nadezhda" children's health-improving centres; - Resource center for Rural "green schools" at the Centre for Folk Arts and Crafts in Kopyś; - Inclusive resource center at the National Rehabilitation Centre for Children with Disabilities; - 6 auxiliary regional "green schools" resource centres in the area of environmental monitoring: one per each of the regions. Teachers and pedagogues of 11 resource centres are trained on running and promotion of "Green schools" course, and implementation of practical activities in the field of environment monitoring using the basic equipment.
3.1.1.	Establishing a national resource center of "green schools" at National Centre for Ecology and Local Studies		20,000	27,000	56,000	30079/10159	72200 - Furniture 72300/72800 - IT equipment and other goods	001981/ PIU, UNDP, MNREP, National Centre for Ecology and Local Studies	Functioning of the National Centre for Ecology and Local Studies as main pilot resource center on "green schools" is ensured: 1. "Green schools" course is run in the National Centre for Ecology and Local Studies based on the documents prepared in 2018. 2. Staff of the National Centre for Ecology and Local Studies are trained on environmental monitoring, implementation of Aarhus Convention, running of the main directions of "Green schools" program. 3. Methodical support to the other resource centres on "green schools" is provided through organization of joint events, including trainings, workshops, contests, and broad promotion of "green schools". 4. Equipment, works and services, included into the agreed lists for procurement for the National Centre for Ecology and Local Studies in 2018, are procured and delivered to the Center, including interactive table, interactive panel, information kiosk, information stands, furniture, equipment for ecological practical activities (microscopes, lens, scales, dosing machines, sets for study of chemical composition of water and soil, etc.). 5. Engineering design documentation for construction of open-air terrace for outdoor activities under "green schools" course is developed. Open-air terrace is constructed. 6. Equipment is duly transferred to the beneficiaries in line with UNDP procedures.
		9,000				30079/10159	72100 - contractual services - companies		
3.1.2.	Establishing of auxiliary regional "green schools" resource centres	2,000			8,000	30079/10159	71300 - local consultants	001981/ PIU, UNDP, MNREP	Functioning of the 6 auxiliary regional "green schools" resource centres on the basis of educational institutions, per one in each region, is ensured: 1.Regulations on function of 6 regional auxiliary centres on "green schools" are developed, agreed by MNREP, MoE and approved by administration of the schools, where regional centers are established. 2. Knowledge of the staff of 6 educational institutions, on the basis of which auxiliary regional "green schools" resource centres are established, on environmental monitoring, implementation of Aarhus Convention, running of "Green schools" program is improved through trainings organized within sub-activities 1.2.3 and 2.1.3.) 3. Promotion of "green schools" program to the schools of the respective regions is ensured through methodical support to the schools, organization of trainings, joint events, etc. 4. Equipment for monitoring of air quality is procured and delivered to the 6 educational institutors. 5. Staff of education institutions are trained on implementation of environmental monitoring using the delivered equipment on monitoring of air quality. The work is done in line with implementation of activity 3.2. below.
		1,500	1,500	1,500		1,500	30079/10159		
3.2.	The purchase of equipment for the monitoring of air quality for "green schools"							001981/ PIU, UNDP, MNREP	List of equipment for monitoring of air quality and demonstration equipment for displaying the results of the monitoring for the resources centres for "green schools" is prepared, agreed by the Hydromet, MNREP and UNDP and approved by the PSC. Equipment for monitoring of air quality and demonstration equipment for displaying the findings of monitoring is procured and delivered to 18 pilots, including 7 "green schools", on the basis of which environmental monitoring clubs are functioning, and 11 resource centres on "green schools". Manual on using the equipment for monitoring atmospheric quality by "green schools" is developed, published in amount of at least 100 copies and disseminated all over the country. Electronic platform for entering results of environmental monitoring conducted by 18 pilots is developed and launched.
3.2.1.	The purchase of equipment for the monitoring of air quality for "green schools"			40,000	40,000	30079/10159	72300/72800 - IT equipment and other goods	001981/ PIU, UNDP, MNREP, Hydromet	1. List of equipment for monitoring of air quality for the resources centres for "green schools" is prepared, agreed by the Hydromet, MNREP and UNDP and beneficiaries, and approved by the PSC. 2. Equipment for monitoring of air quality is procured and delivered to 18 pilots, including 7 "green schools", on the basis of which environmental monitoring clubs are functioning, and 11 resource centres on "green schools". All purchased equipment for monitoring of air quality conforms to the legislation of the Republic of Belarus on the uniformity of measurements. 3. Equipment for monitoring of air quality is duly installed at all the pilots. 4. Equipment is transferred to the beneficiaries pursuant to the UNDP procedures.
3.2.2.	The purchase of demonstration equipment for presenting the findings of the monitoring conducted			30,000	30,000	30079/10159	72300/72800 - IT equipment and other goods	001981/ PIU, UNDP, MNREP, Hydromet	1. List of equipment for displaying the findings of environmental monitoring is prepared, agreed by the Hydromet, MNREP and UNDP and beneficiaries, and approved by the PSC. 2. Equipment for displaying the findings of monitoring environmental is procured and delivered to 18 pilots, including 7 "green schools", on the basis of which environmental monitoring clubs are functioning, and 11 resource centres on "green schools". 3. Equipment is transferred to the beneficiaries pursuant to the UNDP procedures.

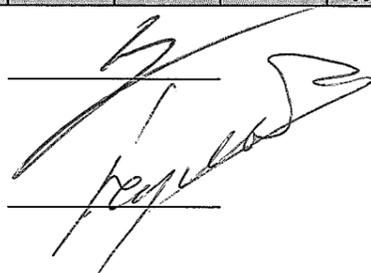
Activity description		Amount by quarters, USD				Total (USD)	Fund/Donor	Budget Account	Executing entity/Responsible institution	Annual Target
		Q1	Q2	Q3	Q4					
3.2.3.	The development (purchase) of an electronic platform for environmental monitoring performed at "green schools"								001981/ PIU, UNDP, MNREP	Electronic platform containing electronic log of observations for entering results of environmental monitoring done by 18 pilots is developed and launched. Monitoring results are accessible to a wide range of users.
3.2.4.	The development of procedures of using monitoring equipment and periodic reporting (electronic log of monitoring)			2,000		3,000	30079/10159	71300 - local consultants	001981/ PIU, UNDP, MNREP	Manual on using the equipment for monitoring of quality of the atmosphere by "green schools" is developed. Manual is published in amount of at least 100 copies and disseminated all over the country.
					1,000		30079/10159	74200 - Audio, video and printed materials		
3.3.	A training on environmental monitoring for the teachers of "green schools"								001981/ PIU, UNDP, MNREP	Guide for the "green schools" on methodology of performing of environmental monitoring for the "green schools" without using complex equipment, and with particular attention to the quality of atmospheric air is developed, published in amount of at least 300 copies and widely disseminated all over the Republic. CSO is selected to develop training programs and organize trainings for 18 pilots, including 7 "green schools" , on the basis of which environmental monitoring clubs function, and 11 resource centres on "green schools", on performing air quality monitoring. At least 140 teachers and other stakeholders are trained on practical environmental monitoring activities, with special attention to monitoring of air quality with involvement of Hydromet specialists, in the course of 7 trainings, per one training in each region and in Minsk.
3.3.1.	Preparation of a teaching guide for the "green schools" and materials on environmental monitoring activity	1,500				3,500	30079/10159	71300 - local consultants	001981/ PIU, UNDP, MNREP	Guide for the "green schools" on methodology of performing environmental monitoring for the "green schools" without using complex equipment, and with particular attention to the quality of atmospheric air is developed. Guide is published in amount of at least 500 copies and widely disseminated all over the Republic.
			2,000				30079/10159	74200 - Audio, video and printed materials		
3.3.2.	Monitoring of air quality by the "green schools"								001981/ PIU, UNDP, MNREP	First data on environmental monitoring, including monitoring of air quality, is received by 18 project pilots.
3.3.3.	Joint monitoring ("green schools" and Hydromet). The organization of training courses and workshops promoting cooperation between the schools and local authorities authorized to perform air quality monitoring			15,000		15,000	30079/10159	72100 - contractual services - companies	001981/ PIU, UNDP, MNREP, Hydromet	1. CSO is selected on the basis of open competition to develop training programs and to organize trainings in all 6 regions of Belarus and in Minsk on practical environmental monitoring activities, with special attention to monitoring of air quality with involvement of Hydromet specialists. 2. At least 140 teachers and other stakeholders are trained on practical environmental monitoring activities, with special attention to monitoring of air quality with involvement of Hydromet specialists, in the course of 7 trainings, per one training in each region and in Minsk. List of trainees include at least 2 representatives from each of 18 project pilots.
3.4.	Contracting project management group	2,835	2,835	2,835	2,835	11,340	30079/10159	71400- Service contracts individuals	001981/ PIU	Staff of the Project Implementation Unit works in due order, with all the planned targets and goals achieved. No significant delays in implementation of the project activities are observed.
3.5.	UNDP Programme support (Advisors)	500	500	500	500	2,000	30079/10159	64300 - UNDP Programme support	001981/ PIU, UNDP	UNDP CO Staff Support related to the project activities are duly and timely paid.
TOTAL COMPONENT 3:						168,840.00				
Component 4: Involving CSOs in regular consultations with government bodies responsible for environmental issues regarding such activity, and the operation of these CSOs as reliable partners in the implementation of relevant activities.										
4.1.	Further development of the network of Aarhus centres								001981/ PIU, UNDP, MNREP	Further development of the network of Aarhus centres, including Republican Aarhus Centre, Grodno regional Aarhus Centre and Aarhus Centre of the Belarusian Republican Union of Lawyers, is ensured. Capacity of the staff of Aarhus centres is raised, also through participation in the trainings in Belarus and abroad.
4.1.1.	Preparation of book on implementation of Aarhus Convention according to the requirements of Belarus		2,500			5,500	30079/10159	71300 - local consultants	001981/ PIU, UNDP, MNREP	1. Based on the analysis of the activity of existing Aarhus Centres in Belarus and recommendations on further development of the network of Aarhus centres in the country, prepared in 2018, a book on implementation of Aarhus Convention according to the requirements of Belarusian legislation is developed. 2. Book on implementation of Aarhus Convention according to the requirements of Belarusian legislation is issued in amount of 500 copies and widely disseminated all over Belarus. The book is disseminated in electronic format through the web-site and all the project pilots.
				3,000			30079/10159	74200 - Audio, video and printed materials		
4.1.2.	Procurement of equipment for the existing Aarhus centres		8,000			8,000	30079/10159	72300/72800 - IT equipment and other goods	001981/ PIU, UNDP, MNREP, Aarhus centres	1. List of equipment needed for the Republican Aarhus Centre and Grodno regional Aarhus Centre to ensure their further effective functioning is prepared and agreed by PSC. 2. Equipment is purchased and delivered to the Republican Aarhus Centre, Grodno regional Aarhus Centre and Aarhus Centre of the Belarusian Republican Union of Lawyers.
4.1.3.	Capacity building of the staff of Aarhus centres								001981/ PIU, UNDP, MNREP, Aarhus centres	1. Knowledge of the staff of Aarhus centres on implementation of Aarhus Convention and involvement of public into environmental decision-making is increased through participation in the trainings organized within components 1 and 2 of the project and participation in the international events (see activity 4.3. below). 2. At least 200 consultations to the public are provided by Aarhus centres on access to environmental information, participation in environmental decision-making and access to justice on environmental matters.
4.2.	Grants for CSOs								001981/ PIU, UNDP, MNREP	Capacity assessment of all the winners of Call for Proposals is done by the selected audit company. At least 50 people, staff of CSOs, winners of the ecological initiatives, are trained on implementation of ecological initiatives pursuant to the UNDP and EU requirements, including procurement procedures, visibility requirements, administrative procedures, requirements to the reporting. Contracts with the selected winners of the Call for proposals are signed with due regard to the UNDP procedures.

Activity description		Amount by quarters, USD				Total (USD)	Fund/Donor	Budget Account	Executing entity/Responsible institution	Annual Target
		Q1	Q2	Q3	Q4					
4.2.1.	Capacity assessment of the winners of ecological initiatives	15,000				15,000	30079/10159	72100 - contractual services - companies	001981/ PIU, UNDP, MNREP	1. Based on the results of the selection of winners of the Call for proposals, bidding process is organized and contract with the audit company for capacity assessment of the winners is signed. 2. Capacity assessment of all the winners of Call for Proposals is done by the selected audit company. 3. Contracts with the selected winners of the Call for proposals are signed with due regard to the results of the capacity assessment and pursuant to the UNDP procedures.
4.2.2.	Training to the CSOs, winners of ecological initiatives	1,000				1,000	30079/10159	72100 - contractual services - companies	001981/ PIU, UNDP, MNREP	At least 50 people, staff of CSOs, winners of the ecological initiatives, are trained on implementation of ecological initiatives pursuant to the UNDP and EU requirements, including procurement procedures, visibility requirements, administrative procedures, requirements to the reporting. The training is organized in Minsk.
4.2.3	Implementation of ecological initiatives		10,000	20,000	70,000	100,000	30079/10159	72600 - Grants to Institutions and other Beneficiaries	001981/ PIU, UNDP, MNREP	Capacity of the selected CSOs is strengthened through implementation of the ecological initiatives. Monitoring over the implementation of all the ecological initiatives is ensured by the project team and key project partners: UNDP, the EU and MNREP. All the pilot initiatives are visited by the project staff to check over progress of implementation of the initiatives. Upon results of the visits implementation of the initiatives is adjusted. Technical and advisory support is provided by the project team to all the engaged CSOs on individual basis.
4.3.	International cooperation and training								001981/ PIU, UNDP, MNREP, Aarhus Centres	At least 2 staff of the existing Aarhus Centres increased their knowledge on functioning of Aarhus centres in European countries and involvement of public and civil society organizations into environmental decision-making through access to environmental information and access to justice on environmental issues through at least 5 study/ working trips abroad. At least 30 teachers and other stakeholders from the project pilot regions, "green schools", main resource centres, MNREP, MoE, CSOs, etc. are trained on development and implementation of ecological education and running of education courses similar to "green schools" course during 2 study tours to European countries.
4.3.1.	Training of the staff of Aarhus centres abroad	4,500	5,000	10,000	5,000	24,500	30079/10159	71600 - international travel	001981/ PIU, UNDP, MNREP, Aarhus Centres	At least 2 staff of the existing Aarhus Centres increased their knowledge on functioning of Aarhus centres in European countries and involvement of public and civil society organizations into environmental decision-making through, access to environmental information and access to justice on environmental issues through at least 5 study/ working trips abroad to participate in the meetings of parties to Aarhus Convention and other international events.
4.3.2.	Study tours for "green schools" teachers abroad		3,000	3,000		36,000	30079/10159	71200 - international consultants	001981/ PIU, UNDP, MNREP, MoE	At least 30 teachers and other stakeholders from the project pilot regions, "green schools", main resource centres, MNREP, MoE, CSOs, etc. are trained on development and implementation of ecological education and running of education courses similar to "green schools" course during 2 study tours to European countries. (Note: country for visiting and programs are to be defined at the later stage). Study tours are organized with the assistance of two facilitators.
			15,000	15,000			30079/10159	71600 - international travel		
4.3.3	International networking			6,000		6,000	30079/10159	71600 - international travel	001981/ PIU, UNDP, MNREP	Exchange of experience on development of environmental education, implementation of Aarhus Convention, involvement of civic organization and public into decision-making on environmental issues is ensured. At least 2 study/ working trips to the European countries are held for at least 3 participants in each of the visit.
4.4.	Meetings of the Public Environmental Coordinating Council		500	500		3,000	30079/10159	71600 - local travel	001981/ PIU, UNDP, MNREP	Dialogue between the MNREP, CSOs and other stakeholders is strengthened through organization of at least 2 meetings of PECC under auspices of MNREP and/or public panel meetings with involvement of CSOs. Involvement of CSOs in taking environmental decisions, participation in environmental monitoring, burning ecological problems and ways of their resolution, etc., are discussed at the meetings.
			1,000	1,000			30079/10159	72100 - contractual services -companies	001981/ PIU, UNDP, MNREP	
4.5.	Support of the CSOs network in Belarus and their cooperation with government agencies								001981/ PIU, UNDP, MNREP	At least 200 people from all over the Republic increase their knowledge on development of ecological education, modern environmental practices, combination of economic, ecological and social benefits as new approaches to environmental issues, etc. in the course of EcoForum organized under auspices of MNREP. At least 120 people increased their awareness on cooperation between CSOs, public and governmental authorities, environmental decision-making, ways of resolution of environmental problems, ways of improvement of ecological education, etc., at the CSOs environmental forum organized in Minsk.
4.5.1.	Organization of EcoForum under auspices of MNREP		10,000			10,000	30079/10159	72100 - contractual services - companies	001981/ PIU, UNDP, MNREP	At least 200 people from all over the Republic increased their knowledge on the development of ecological education, modern environmental practices, combination of economic, ecological and social benefits as new approaches to environmental issues, etc. in the course of EcoForum organized under auspices of MNREP. (Note: venue and exact time are to be defined later). List of participants include representatives of environmental authorities, local authorities, CSOs, mass media, educational and research institutions, etc.
4.5.2.	Organization of CSOs environmental forum			10,000		10,000	30079/10159	72100 - contractual services - companies	001981/ PIU, UNDP, MNREP, CSO	At least 120 people increased their awareness on cooperation between CSO, public and governmental authorities, environmental decision-making, ways of resolution of environmental problems ways of improvement of ecological education, etc., at the CSOs environmental forum organized in Minsk. (Note: venue and exact time are to be defined later). List of participants include representatives of CSOs from all over Belarus, governmental bodies, businesses, mass media, educational institutions, etc.

Activity description		Amount by quarters, USD				Total (USD)	Fund/Donor	Budget Account	Executing entity/Responsible institution	Annual Target
		Q1	Q2	Q3	Q4					
4.6.	Public relations, ensuring the dissemination of project results and project visibility	1,000	2,000	1,000	1,000	12,000	30079/10159	72100 - contractual services - companies	001981/ PIU, UNDP, MNREP	Change of behavior of people towards more ecologically friendly and promotion of "green schools" network and ecological education is changes through: 1. Increase of awareness-raising of broad range of stakeholders through organization of at least 5 PR actions, with at least 40 participants in each event. List of stakeholders includes children, pupils from "green schools", students, teachers, environmental authorities, educational authorities, CSOs, governmental bodies, etc. PR actions are dedicated, among others, to environmental dates, such as World Wetlands Day (February 2), International Birds Day (April 1), etc. 2. Production and wide dissemination of at least 5 videos on promotion of "green schools", engagement of civic society into ecological monitoring, Aarhus Convention and other environmental issues. 3. Broad information coverage and support of the project activities in the mass media with: - at least 40 articles in internet and mass media are placed; - at least 7 press-releases are issued; - at least 15 projects' related radio and 10 TV interviews are given by the project staff and the project stakeholders. 4. Publication and dissemination of the following booklets in Russian, per at least 600 copies of each: - leaflet on public environmental monitoring; - leaflet on Aarhus convention; - leaflet on Green Schools. 5. Production of visibility items in line with the EU requirements for each event organized within the project, including bags, pens, notepads, etc.
		1,000	2,000	2,000	2,000		30079/10159	74200 - Audio, video and printed materials		
4.7.	Fuel, project vehicle maintenance, supply	1,200	1,200	1,200	1,200	4,800	30079/10159	72300 - fuel, 73400 - maintenance of transport equip, 74500 - storage	001981/ PIU	Fuel supply of the project vehicle is ensured on permanent basis. Maintenance of the vehicle is made when necessary.
4.8.	Contracting project management group	12,900	12,900	12,900	12,900	51,600	30079/10159	71400- Service contracts individuals	001981/ PIU	Staff of the Project Implementation Unit works in due order, with all the planned targets and goals achieved. No significant delays in implementation of the project activities are observed.
4.9.	UNDP Programme support (Advisors)	500	500	500	500	2,000	30079/10159	64300 - UNDP Programme support	001981/ PIU, UNDP	UNDP CO Staff Support related to the project activities are duly and timely paid.
TOTAL COMPONENT 4:						289,400.00				
Component 5. Effective project management										
5.1.	Project registration, core staff recruitment								001981/ PIU	Project registration is completed in 2018. Project staff is recruited in 2018.
5.1.1.	Purchase and maintenance of the office equipment, furniture, vehicle								001981/ PIU	Project office equipment, as might be necessary, is purchased and put into operations. Proper technical maintenance of the office equipment is ensured.
5.2.	Project monitoring and evaluation								001981/ PIU	Project activities are monitored on regular basis by the project team, the UNDP, the EU, MNREP, members of the PSC. Monitoring is done also through regular trips of the project staff and key partners to the project sites. Meeting of the project partners and stakeholders to discuss important project implementation issues are organized if and when required. Minutes of the meetings are duly prepared and signed.
5.2.1.	Organization of Project Steering Committee meetings	50			50	100	30079/10159	72100 - contractual services - companies	001981/ PIU	1. At least two meetings of PSC are held. In case of necessity to consider important project implementation issues member of PSC are addressed remotely. 2. Minutes of the meetings, including remote ones, are duly prepared and signed in Russian and English.
5.2.2.	Trips of the project implementation unit for monitoring project progress	300	200	300	200	1,000	30079/10159	71600 - local travel	001981/ PIU	Regular trips are made by the project staff, experts, key project partners to monitor project activities on the field. Results of monitoring visits are taken into account for further planning and adjustments to the project activities.
5.2.3.	Preparation of reports and ADWP revisions								001981/ PIU	1. ADWP 2019 is revised if necessary, duly agreed and signed no later than 31 July 2019. 2. Budget revision upon revised ADWP 2019 is prepared in line with UNDP procedures within 10 days after signature of the revised ADWP 2019. 3. 2019 annual report in UNDP format is duly prepared and agreed. 4. 2019 annual report for the Government of Belarus is duly prepared and submitted to MNREP for further submission to the Ministry of Economy. 5. Annual progress report to the EU is duly prepared and agreed by the donor. 6. Progress report to the EU for the third installment is prepared and duly accepted by the donor. 7. ADWP 2020 is prepared and approved, duly agreed and signed by the end of 2019. 8. Other reports and information is prepared to the key project partners upon their request.
5.3.	Project management and activities of the Project Management Unit								001981/ PIU	Staff of the Project Implementation Unit works in due order, with all the planned targets and goals achieved. No significant delays in implementation of the project activities are observed. All the UNDP rules and requirements are met as well as requirements of the donor. Adjustments to the project activities, including operational and financial are done in due order, subject to the agreement of PSC if needed.
5.3.1.	Contracting project management group	17,400	17,400	17,400	17,400	69,600	30079/10159	71400- Service contracts individuals	001981/ PIU	Staff of the Project Implementation Unit works in due order, with all the planned targets and goals achieved. No significant delays in implementation of the project activities are observed.
5.3.2.	Transportation support for the project activities	100	150	150	100	500	30079/10159	72100 - contractual services - companies	001981/ PIU	Transportation services from the external companies are provided to support project activities when required.

Activity description	Amount by quarters, USD				Total (USD)	Fund/Donor	Budget Account	Executing entity/Responsible institution	Annual Target
	Q1	Q2	Q3	Q4					
5.3.3. Training of the Project Staff		500		500	1,000	30079/10159	72100 - contractual services - companies	001981/ PIU	Training services from the external companies are provided to the Project Staff when required.
5.3.4. Consumables, office supplies	200	300	200	200	900	30079/10159	72500 - stationary and office supplies	001981/ PIU	Project office is supplied with the stationary and consumables.
5.3.5. Translator's, physician's services	200	400	500	400	1,500	30079/10159	71300 - local consultants	001981/ PIU	Services of translators and physicians are duly provided when and if required as per UNDP rules and procedures.
5.3.6. Insurance project's assets (vehicles and equipment)			1,000		1,000	30079/10159	74500 - insurance	001981/ PIU	Project assets (vehicles and equipment) are duly ensured.
5.3.7. Connectivity charges (phones, internet)	480	530	500	490	2,000	30079/10159	72400 - connectivity charges	001981/ PIU	Connectivity charges (phones, internet) are duly paid to ensure smooth functioning of the project office.
5.3.8. Rent of the project office and utilities	1,800	1,600	1,600	1,800	6,800	30079/10159	73100 - premises rent, premises maintenance	001981/ PIU	Project premises are duly rented as per the agreement concluded in 2018.
5.3.9. Bank and postal charges, sundry expenses	150	180	180	190	700	30079/10159	72400 - postage 74500 - bank charges, sundry	001981/ PIU	Atlas use, bank and postal charges and other expenses related to the project activities are duly and timely paid.
5.3.10. UNDP Operational support (finance, procurement, admin, HR,...)	5,000	5,000	5,000	5,000	20,000	30079/10159	64300 - UNDP Operational support	001981/ PIU, UNDP	UNDP CO Staff Support related to the project activities are duly and timely paid.
TOTAL COMPONENT 5:					105,100.00				
PROJECT SUBTOTAL 2019:					826,440.00				
UNDP Administrative Fee (GMS-7%)					57,850.80	30079/10159	75100 - facilities and administration	001981/ PIU, UNDP	
PROJECT TOTAL 2019					884,290.80				

Project Manager



Date

UNDP Programme Officer

17 Dec 2018

Date

Abbreviations

MNREP	Ministry of Natural Resources and Environmental Protection of the Republic of Belarus
MOE	Ministry of Education of the Republic of Belarus
EU	European Union
UNDP	United Nations Development Programme
PIU	Project implementation unit
PECC	Public Environmental Coordinating Council
CSO	Civil Society Organization
RCNREP	Regional Committee of Natural Resources and Environmental Protection
PSC	Project Steering Committee