

APPROVED

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Project Title: Promotion of employment and self-employment of the population in small and medium-sized towns in the Republic of Belarus
Project Number: 00096107
Year: 2018

The main objective of the project: Promotion of effective employment and self-employment of the population through the development of entrepreneurship in small and medium-sized towns in the Republic of Belarus

Description	Activity by Quarters				Executing Entity	Funding Source	Budget account description	Funds Planned, USD	Annual results
	Q1	Q2	Q3	Q4					
Output 1: Development and promotion of the concept of socially responsible approach in SME development in small and medium-sized towns of Belarus.									
1.1 Study on "Small Towns: Potential for SME Development, Integration and Attraction of Investments"					UNDP, Ministry of Economy	UNDP - Russia Trust Fund TFD	Delivered by the project team and the national partner		The second part of the report has been prepared covering the following issues: analysis of SMEs potential for cooperation with large enterprises, assessment of the innovative and integration potential of small and medium-sized towns in Belarus, using the example of 5 pilot towns
1.2 Study tour No.1 to Russian Federation to learn the practice of implementing federal and regional employment and self-employment programs					UNDP, Ministry of Economy	TFD	71600 Travel 72100 Contractual Services-Companies 74500 Miscellaneous Expenses	2,818.00	At least 2 people from national level and project's partners have learned about the implementation of programs for supporting small and medium businesses in the Russian Federation and other CIS countries
1.3. Identification of issues and improvement of legal and economic conditions for boosting business activities in selected regions					UNDP, Ministry of Economy	TFD	71300 Local Consultants 72100 Contractual Services-Companies 74500 Miscellaneous Expenses	12,000.00	Conditions and problems for business activity in small and medium-sized towns of Belarus has been analyzed, proposals for its activation have been worked out. Materials on relevant proposals to improve the conditions for business have been prepared and distributed
1.4. Training on fundamentals of entrepreneurship with the potentially released personnel at pilot SOEs					UNDP, Ministry of Economy	TFD	71300 Local Consultants 72100 Contractual Services-Companies 71600 Travel 74500 Miscellaneous Expenses	24,000.00	Trainings on business basics have been held for 200 participants in small and medium-sized towns of Belarus, mainly in Vitebsk and Mogilev oblasts. A number of video films on business basics have been created
1.5. Promotion of the socially responsible approach to SME development and extensive information and education campaign in the sphere of employment and self-employment					UNDP, Ministry of Economy	TFD	72100 Contractual Services-Companies 71600 Travel 74500 Miscellaneous Expenses	2,202.00	Presentations and meetings covering the issues of the socially responsible approach have been held with at least 300 participants
1.7. Development of SME support and development plans at pilot enterprises.					UNDP, Ministry of Economy	TFD	72100 Contractual Services-Companies 71300 Local Consultants 74200 Printing and publications	10,285.00	5 SME support and development plans for the incubators in pilot towns have been drafted, multilateral discussions of the development plans have been held. Monitoring of the work plans implementation has been ensured
1.8. Management & Monitoring					UNDP, Ministry of Economy	TFD		3,833.00	
ACTIVITY №1 TOTAL:								55,138.00	

Output 2: Establishing business incubators / training centers for small and medium businesses (SME) at the selected town-forming enterprises and supporting the qualifying small businesses, including through the credit line provided by the Development Bank of the Republic of Belarus (DBRB).

2.1. Selection of towns and enterprises to establish and host incubators / training centers		UNDP, Ministry of Economy	TFD	71300 Local Consultants 71600 Travel 72100 Contractual Services-Companies 74500 Miscellaneous Expenses	216.00	The 5th pilot town has been chosen for participation in the project. The rationale is set out in the analytical note.
2.2. Study tour to the Russian Federation (No. 2) to examine the activities of incubators / training centers developing small and medium-sized businesses		UNDP, Ministry of Economy	TFD	71600 Travel 72100 Contractual Services-Companies 74500 Miscellaneous Expenses	38,000.00	At least 20 participants from the national level, business support infrastructure, business associations and other project's partners have studied best practices of organizing effective incubators/training centers
2.4. Introductory workshops on establishment of incubators/training centers for small and medium-sized businesses		UNDP, Ministry of Economy	TFD	71300 Local Consultants 71200 International Consultants 72100 Contractual Services-Companies 71600 Travel 74200 Printing and publications 74500 Miscellaneous Expenses	12,500.00	2 introductory workshops on establishment of incubators/training centers for SMEs with review of basic approaches to the organization and activities of incubators, issues of SME financing, examples of successful incubators / training centers in Russian regions
2.5 Establishment of production and service platforms (incubators) in each pilot town employing the released and ineffectively used premises (production facilities, administrative or auxiliary buildings) to host small enterprises and individual entrepreneurs.		UNDP, Ministry of Economy	TFD	71300 Local Consultants 72100 Contractual Services-Companies 71600 Travel 72200 Furniture 72400/72800 IT Equipment 74500 Miscellaneous Expenses	80,000.00	Necessary repairs, equipment and consultations have been provided for 5 incubators/training centers in the pilot towns for hosting small enterprises and individual entrepreneurs
2.6. Assistance to the development of small businesses with the dedicated credit funding from the Development Bank of the Republic of Belarus in selected towns		Development Bank of the Republic of Belarus			500,000.00	Dedicated credit funding in the framework of the Development Bank programs has been provided to small and medium sized businesses within the project
2.7. Expansion of the opportunities of the members of the incubators/training centers to get financial support from the Development Bank (DBRB)		UNDP, Ministry of Economy	TFD	71300 Local Consultants 71200 International Consultants 72100 Contractual Services-Companies 71600 Travel 74500 Miscellaneous Expenses	14,000.00	At least 7 seminars-consultations have been held for the participants interested in credits for business development or those who had received funds within the programs of the Development Bank of the Republic of Belarus
2.8. Management & Monitoring		UNDP, Ministry of Economy	TFD		10,805.00	
ACTIVITY №2 TOTAL:					155,521.00	

Output 3: Creation of favorable conditions for the development of small business and production cooperation in small and medium-sized towns.

3.1. Establishment of the National Subcontracting Center (NSC) on the basis of the Belarusian Fund for Financial Support to Entrepreneurs (BFSE)		UNDP, Ministry of Economy, BFSE	TFD	71300 Local Consultants 72100 Contractual Services-Companies 72400/72800 IT Equipment 72200 Furniture 72500 Office supplies 74500 Miscellaneous Expenses	108,103.00	The development concept for NSC has been created. Premises for NSC have been equipped in accordance with the concept. The work for development of industrial cooperation with entities of business support infrastructure in the regions of Belarus is organized. Cooperation with similar structures in the EAEU member states has been established	
3.2. Organization of business matchmaking sessions (BMS) for SMEs and large enterprises in the selected regions with the participation of Russian and Kazakh businesses		UNDP, Ministry of Economy, BFSE	TFD	71300 Local Consultants 71200 International Consultants 72100 Contractual Services-Companies 71600 Travel 74500 Miscellaneous Expenses	15,711.00	At least 3 business matchmaking sessions (BMS) for SMEs and large enterprises have been organized, with participation of Russian businesses	
3.3. Participation of Belarusian representatives of small business in inter-regional business matchmaking sessions in the Russian Federation and the Republic of Kazakhstan to expand cooperation within the EAEU		UNDP, Ministry of Economy, BFSE	TFD	71300 Local Consultants 72100 Contractual Services-Companies 71600 Travel 74500 Miscellaneous Expenses	10,000.00	At least 15 Belarusian representatives of small and medium-sized business have taken part in business matchmaking sessions in the Russian Federation	
3.4. Development and publication of practical guidelines on different forms of production cooperation (subcontracting, franchising, regional clusters)		UNDP, Ministry of Economy, BFSE	TFD	71300 Local Consultants 72100 Contractual Services-Companies 74200 Printing and publications	5,000.00	Introductory workshop on franchising has been held, handbook on franchising for starting entrepreneurs has been developed and printed, 500 copies	
3.7. Management & Monitoring		UNDP, Ministry of Economy, BFSE	TFD		10,365.00		
Management and evaluation				ACTIVITY №3 TOTAL: 149,179.00			
Project Management (Staff, project office rent and equipment, communication, translation, PR costs)		UNDP, Ministry of Economy	TFD		60,000.00	Management and project monitoring have been realized in accordance with the project document	
GMS 8%		UNDP, Ministry of Economy	TFD		40,851.82		
TOTAL FOR MANAGEMENT AND EVALUATION:				100,851.82			
TOTAL FOR THE PROJECT				460,689.82			

Programme Officer

Project Manager



O. Atroshchanka

M. Kalinouskaya