

AWP 2019
UN Peacebuilding Fund
Country: Kyrgyzstan

Project Title:	PBF Secretariat Support to Joint Steering Committee and PRF projects
UNDAF Priorities:	Priority II. Good Governance and rule of law Priority IV. Social Protection, Health and Education
Expected UNDAF outcomes:	Priority II. Good Governance and rule of law Outcome 2 By 2022, institutions at all levels are more accountable and inclusive ensuring justice, human rights, gender equality and sustainable peace for all Priority IV. Social Protection, Health and Education Outcome 4. By 2022, social protection, health and education systems are more effective and inclusive, and provide quality services
CPD Outputs	Output 2.4 Institutions and communities are enabled with inclusive policies, mechanisms and capacities, to address the risks of violent extremism and conflicts.
SDG	16,5,10
Implementing Agency:	UNDP/PBF Secretariat

Brief Description

The project enables functioning of the Secretariat in its full capacity to support the work of the Joint Steering Committee and its Co-chairs. The overall role of Secretariat is to ensure coordination of all key stakeholders in peacebuilding activities in Kyrgyzstan – national authorities, civil society, development partners and UN agencies. The Secretariat also performs functions related to monitoring the progress towards PPP outcomes and liaising with PBSO on behalf of JSC. Assistance and guidance is provided by the Secretariat to the JSC, RUNOs and NUNOs through the quality control of regularly submitted reports as well as review of RUNOs reporting to MPTF.

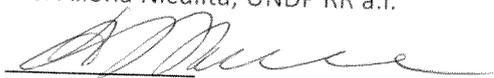
The Secretariat also has to ensure that effective communication system is in place to raise public awareness about peacebuilding efforts in Kyrgyzstan and that RUNOs and NUNOs fulfil their obligations with regards to gender and youth aspects. Inclusive communication and open dialogue with the project stakeholders will reinforce the sense of the national ownership of project's results.

The project contributes to the catalytic effect and sustainability of the PPP by ensuring that the PRF resources are programmed on the basis of broad consultation, the availability of high level expertise, and mobility for planned activities.

Programme Period:	2017-2020
Key Result Area (Strategic Plan):	Governance of peacebuilding resources (including JSC/PBF Secretariats).
Atlas Award ID:	00099392
Project ID:	00103780
Start date:	December 15, 2017
End Date:	December 14, 2020
Management Arrangements:	DIM

Total resources required	
(2019 AWP budget):	\$ 262,096.44
Total allocated resources:	\$ 262,096.44

Agreed by UNDP: Ms. Aliona Niculita, UNDP RR a.i.

Date: 

12 FEB 2019

	Activity 2.5. Documenting issues and periodically sharing 'lessons learnt' with the JSC and PBF	x	x	x	x	RUNOs, JSC members, State Partners, IPs, Experts, Consultants	PBF	Staffing, communications, contractual services, supplies, travel	n/a
Subtotal for Output 2									
7% GMS:									
									\$ 7,100
									\$ 497,00
									\$ 7,597
Output 3 Monitoring and evaluation: M&E system that provides information about achieving PPP outcomes at all levels (national and local) for strategic decision making in the area of peacebuilding is established. Indicator 3.1 # of baseline study conducted Baseline – 0 Target – 1	Activity Result: Effectively functioning Monitoring and evaluation mechanisms are informing effective implementation of the PPP								
	Activity 3.1. Organizing the Evaluability assessment in 6-8 months after the start of all projects to validate approaches, target areas and interventions. and follow up actions are taken according to the recommendations			x	x	RUNOs, JSC members, State Partners, IPs, Experts, Consultants	PBF	Contractual services, supplies, rent, travel, hospitality.	\$3,000
	Activity 3.2. Tracking the implementation of projects against the PPP, identifying problems that may arise in relation to project delivery and management and advising the JSC on appropriate action, with follow up and reporting back on progress or lack thereof.	x	x	x	x	RUNOs, JSC members, State Partners, IPs, Experts, Consultants	PBF	Contractual services, supplies, rent, travel, hospitality.	n/a
	Activity 3.3. Coordinating the work of Baseline and Endline surveys and assist in setting up community-based monitoring if appropriate	x	x	x	x	RUNOs, JSC members, State Partners, IPs, Experts, Consultants	PBF	Staffing, contractual services, supplies, rent, travel.	\$27,349.94
	Activity 3.4. Organize Oversight Group visits to project sites, including providing orientation for Oversight group members and facilitating development of the joint Oversight Group report and ensuring that the reports are presented at JSC meetings			x	x	RUNOs, JSC members, Oversight group members, State Partners, IPs, Experts, Consultants	PBF	Staffing, contractual services, supplies, rent, travel.	\$3,000
	Activity 3.5. Providing guidance to RUNOs on common methodology for monitoring and evaluation and related issues.	x	x	x	x	RUNOs, IPs, Experts, Consultants	PBF	Staffing, contractual services, supplies, rent, travel, printing.	\$800

	Activity 3.6. Help guide and ensure that project-level final evaluations are conducted on time and with sufficient budget.	n/a	n/a	n/a	n/a	n/a	PBF	n/a	
Subtotal for Output 3									
7% GMS:									
Total Output 3:									
\$ 34,149.94									
\$ 2,390.50									
\$ 36,540.44									
Output 4: Enhanced capacity of the JSC members and key stakeholders to monitor and better guide the implementation of PPP.	Activity Result: JSC members, RUNO staff, including PBF Secretariat, state partners possess relevant knowledge and skills to better guide PRF projects								
Indicator 4.1 # of field visit reports with recommendations prepared by the Oversight Group and presented to the JSC Baseline – 0 Target – 2	Activity 4.1. Organize specific capacity building trainings for UN project staff, Oversight Group members, government and implementing partners, including project impact monitoring and evaluation training.	x	x	x	x	RUNOs, JSC members, Oversight group members, State Partners, IPs, Experts, Consultants	PBF	Staffing, rent, contractual services, supplies, travel.	\$2,500
Indicator 4.2 # of trainings conducted (on gender responsive peacebuilding, HRBA, DS) Baseline – 0 Target – 2	Activity 4.2. Ensuring linkages of PPP Kyrgyzstan to national processes, in particular National Program of the Government of Kyrgyz Republic on countering Extremism and Terrorism for 2017-2022, The Government Programme “40 steps into the future” (2017-2040), The Concept of state policy of the Kyrgyz Republic in the religious sphere for 2014-2020, Concept on National Unity, UNDAF (2018-2022), United Nations Secretary General’s Plan of Action to Prevent Violent Extremism (A/70/674), UN Secretary General’s 7-point agenda on gender responsive peace-building and other relevant strategic frameworks.	x	x	x	x	RUNOs, JSC members, Oversight group members, State Partners, IPs, Experts, Consultants	PBF	Staffing, contractual services, supplies, hospitality, travel.	n/a
	Activity 4.3. Maintaining a database on implementing partners, experts on PVE-relevant issues.	x	x	x	x	RUNOs, JSC members, State Partners, IPs, Experts, Consultants	PBF	Staffing, contractual services, supplies, hospitality, travel.	n/a
	Activity 4.4. In coordination with PBF and UNDP’s Global PVE programme, take leading role in organizing a mid-term PVE symposium as a learning exercise for national and international stakeholders.	n/a	n/a	n/a	n/a	n/a	PBF	n/a	

**Resident Coordinator's Office administered by UNDP in the Kyrgyz Republic
Joint Work Plan of UNDP programmes
on gender mainstreaming in 2019**

TITLE OF PROJECT: PBF SECRETARIAT SUPPORT TO JOINT STEERING COMMITTEE AND PRF PROJECTS

Expected Products	Key Activities	Quarters				Source of funding	Budget
		I	II	III	IV		
Gender-specific activities of the project (gender studies, gender trainings, gender advocacy campaigns)							
Output 3 Monitoring and evaluation: M&E system that provides information about achieving PPP outcomes at all levels (national and local) for strategic decision making in the area of peacebuilding is established. Activity Result: Effectively functioning gender-sensitive Monitoring and evaluation mechanisms are informing effective implementation of the PPP	Activity 3.1. Organizing the Evaluability assessment with gender indicator in 6-8 months after the start of all projects to validate approaches, target areas and gender-sensitive interventions. and follow up actions are taken according to the recommendations			x	x	PBF	\$ 3 000
	Activity 3.3. Coordinating the work of gender-sensitive Baseline and Endline surveys and assist in setting up community-based, gender-sensitive monitoring if appropriate	x	x	x	x	PBF	\$ 26 800
Output 4.: Enhanced capacity of the JSC members and key stakeholders to monitor and better guide the implementation of PPP.	Activity 4.4. In coordination with PBF and UNDP's Global PVE programme, take leading role in organizing a mid-term PVE symposium with the section on gender as a learning exercise for national and international stakeholders.	TBC				PBF	n/a

Expected Products	Key Activities	Quarters				Source of funding	Budget
		I	II	III	IV		
<p>submits them in timely manner</p> <p>Activity Result: Project reports with gender indicators are submitted after consultations with JSC.</p>	<p>Activity 1.3.: Reviewing reports and providing necessary updates to JSC co-chairs and PBF, including on gender indicators of the projects</p>	x	x	x	x	PBF	\$ 1 500
<p>Output 3</p> <p>Monitoring and evaluation: M&E system that provides information about achieving PPP outcomes at all levels (national and local) for strategic decision making in the area of peacebuilding is established.</p> <p>Activity Result: Effectively functioning gender-sensitive Monitoring and evaluation mechanisms are informing effective implementation of the PPP</p>	<p>Activity 3.4. Organize Oversight Group visits to project sites, including providing orientation for Oversight group members and facilitating development of the joint Oversight Group gender-sensitive report and ensuring that the reports are presented at JSC meetings</p>			x	x	PBF	\$ 3 000
<p>Gender mainstreaming in actions for the implementation of pilot projects.</p> <p>(Integration of gender perspectives: (i) in TOR activities and experts; (ii) gender balance in the composition of the beneficiaries, actors involved discussions, decision-making bodies; (iii) the reports and indicators, etc.)</p>							
<p>Output 2</p> <p>Established coordination mechanisms that contribute to achieving PPP outcomes and timely communication of relevant information.</p>	<p>Activity 2.1. Providing JSC/UNCT secretarial support including organising meetings, recording minutes and sharing documents with members and observers of the JSC and UNCT. Coordinating interactions between UNCT and state institutions, including gender machinery within PPP implementation</p>	x	x	x	x	PBF	\$ 3 100
	<p>Activity 2.2. Liaising with PBF on any issues related to PBF procedures, rules and regulations, including no-cost extension, financial reporting, project closure, gender marker, etc and inform RUNOs. Acting as a local repository of knowledge regarding</p>	x	x	x	x	PBF	n/a

Expected Products	Key Activities	Quarters				Source of funding	Budget
		I	II	III	IV		
and better guide the implementation of PPP. Activity Result: JSC members, RUNO staff, including PBF Secretariat, state partners possess relevant gender-sensitive knowledge and skills to better guide PRF projects	Nations Secretary General's Plan of Action to Prevent Violent Extremism (A/70/674), UN Secretary General's 7-point agenda on gender responsive peace-building and other relevant strategic frameworks and the National Action Plan on UNSCR 1325						
	Activity 4.3. Maintaining a database on implementing partners, experts on PVE and gender-relevant issues.	x	x	x	x	PBF	n/a
	Peace and Development Advisor PBF Secretariat Manager M&E Officer Administrative and Finance Assistant (50% shared with UNOCHA)	x	x	x	x	PBF	\$99 350 (50%)
TOTAL budget for gender							\$145 050
Total for gender specific actions							\$29 800
Total for capacity building which includes gender dimension							\$2 500
Total for development of analytical, strategic and legal documents, which includes gender dimension							\$5 500
Total for gender mainstreaming in actions for the implementation of pilot projects							\$ 107 250
Total budget for the project							USD 262 096.44
% for gender							55,34%

12 FEB 2019

Aliona Niculita
ALIONA NICULITA
 UNDP RESIDENT
 REPRESENTATIVE A.1

“PBF Secretariat Support to Joint Steering Committee and PRF projects”

2019 Monitoring Schedule Plan for Project ID 00103780

Monitoring action (indicate which one: annual review, annual workplan, audit, monitoring visit, donor report, evaluation, workshop, special publication, etc)	Due date	Description (description of the purpose of monitoring action)	Comments (provide further details and update about the status)	Date completed (actual completion date)	Responsibility (name of the person responsible for the action)
Donor reporting: Project’s annual and bi-annual reports 2019	15 of June, 2019 and 15 November, 2019	Reporting to the Peacebuilding fund on the project’s achievements for the year 2019			Ulan Shabynov PBF Secretariat staff
Evaluability assessment workshop	November 2019	Exercise to validate PVE approaches, target beneficiaries and interventions			Ulan Shabynov PBF Secretariat staff UNDP CO
Baseline Survey	May-June 2019	Measure baseline status of PPP indicators			Ulan Shabynov PBF Secretariat staff UNDP CO
Joint Steering Committee Meeting	5 times a year, approximately every two months starting from 30 of March 2019	Review of the achievements in 2019, Baseline report, progress reports from RUNOs, coordination with other PVE actors in the country. Management decisions and recommendations			Ulan Shabynov PBF Secretariat staff UNDP CO

“PBF Secretariat Support to Joint Steering Committee and PRF projects”

2019 Monitoring Schedule Plan for Project ID 00103780

		<p>the implementation of projects against the PPP, identifying problems that may arise in relation to project delivery and management and advising the JSC on appropriate action, with follow up and reporting back on progress or lack thereof.</p>			
Outcome group meetings	8 times a year, approximately every 1,5 months starting from 1 st of February 2019	Coordination of project activities, development of integrated workplan and synchronizing of project activities			Ulan Shabynov PBF Secretariat staff UNDP CO
Oversight group visits	Twice a year	Monitoring of project activities, providing recommendations to the JSC to guide strategic oversight of the PBF funded projects			Ulan Shabynov PBF Secretariat staff UNDP CO
Quality Assurance for 2019	Once a year 2019	Assess the Project on Quality standards on programming via UNDP CO staff (Implementation stage)			Ulan Shabynov PBF Secretariat staff UNDP CO

"PBF Secretariat Support to Joint Steering Committee and PRF projects"

2010 Monitoring Schedule Plan for Project ID 00103780

		Review and update of outputs and risks in Atlas			Responsible for PBF Secretariat staff UNDP CO
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**Communications Strategy Matrix for
“PBF Secretariat support to Joint Steering Committee and PRF projects”, January – December 2019**

Communications Context:

Peacebuilding Fund has been investing into Kyrgyzstan since 2010 after the interethnic violent conflict in the south of Kyrgyzstan. Since then PBF has provided assistance for a total of 45 mln USD on various issues, including urgent, short term conflict management and long term peacebuilding initiatives related to sustaining and institutionalizing initiatives supported right after the tragic events in 2010. Current Peacebuilding priority plan implemented with strong support from the Peacebuilding Fund Secretariat is focus on issues related to Prevention of radicalization which potentially leads to violent extremism. It's important for the PBF Secretariat not only promote and communicate peace messages but also promote the great work done by 8 UN Agencies in the Kyrgyzstan Republic. Issues related to peace are often neglected as people in Kyrgyzstan take existing peace for granted. Through communication means we would like to promote sustaining peace agenda of the new SG. Another no less important aspect of communication is that mass media often plays an important role as either perpetrators of violence and conflict or agents of peace. Through this communication plan, we would like to work with media outlets, independent journalists and bloggers through UN Agencies and directly to orient them more towards peacebuilding.

Project Objective:

Promotion of sustaining peace philosophy through the work of all PBF funded projects in Kyrgyzstan implemented both by UN Agencies and NGOs such as Search for Common Ground and GPACC.

Strategic Elements

Communication Objective	Key Risks	Audience	Current / desired behavior	Messages / Info Needs	Channel Activity	Work Plan Elements			Evaluation
						Time	Responsibility	Resource Needs	Expected Outcomes
Media coverage of different project activities to promote the work of PBF funded organizations	The topic of PVE is complex and not understood well by journalist community.	Beneficiaries of projects, government partners, IPs, donors and general population	High level of appreciation of peace in the Kyrgyz Republic through understanding conflict drivers in Kyrgyzstan. Journalists bring attention to key drivers of conflict so that relevant stakeholders think of ways to address those drivers.	We should all work towards sustaining peace in Kyrgyzstan. Peace is not something that we should take for granted. Peace is fragile and we need to strengthen it.	Website, Social media, traditional media outlets such as TV, radio and newspapers. The prioritization of the media outlets should be based on M-Vector's research.	February–December 2019.	Media specialist from RUNOs, PBF Secretariat, Implementing partners, government counterparts, PBSO in New-York.	In-house.	Articles, TV reports, radio programs, online materials.
Support development of various communication materials by RUNOs and PBF funded NGOs related to	PVE related communication materials are complex due to the nature of the problem.	Beneficiaries of projects, government partners, IPs, donors and general population	Raise awareness of the issues related to peacebuilding among general population,	Issues related to PVE are not black and white. PVE is not a religious problem.	Internet, TV channels, websites of UN Agencies, Social media pages of RUNOs,	February – December 2019.	Media specialist from RUNOs, PBF Secretariat, Implementing partners, state counterparts,	In-house	Articles, TV reports, radio programs, online materials.

achievement of respective peacebuilding objectives.			maintain a balance between various population groups (religious and secular) following principles of Do no harm and human rights based approach and gender sensitivity and inclusiveness.	Religious and secular people must co-exist in peace. PVE must be tackled based on a whole of society and whole of government approach. Each person has a place to live in Kyrgyzstan despite of his/her faith and beliefs.	traditional media outlets such as TV, radio and newspapers. The prioritization of the media outlets should be based on M-Vector's research. Messengers such as Telegram and Whatsapp.		PBSO in New-York.		
Total budget								In-house	

Recruitment Plan for 2019

Project Title: (PID 00103780) PBF Secretariat Support to Joint Steering Committee and PRF projects

#	Name of position	Level	Duration of contract	Expected annual contract amount (depends on the qualifications of the selected candidate)	Project/Programme Name	Comments	COAs
1	M&E Officer	SC-8	10 months	22520 USD	(PID 00103780) PBF Secretariat Support to Joint Steering Committee and PRF projects	Annual contract amount includes max.net salary rate (100% employment), insurance rate, life insurance rate, payroll charges, security charges, max. bonus rate)	Fund 30000, DID 55601, IA 1981, Donor 11363, Act.5

Project manager: Ulan Shabynov

Date:

Signature