



**Country/Region/Global: Uzbekistan
Initiation Plan**

Project Title: Rapid Response electoral support to the electoral process in Uzbekistan

Expected UNDAF/CP Outcome(s): **Outcome 7.** By 2020, the quality of public administration is improved for equitable access to quality public services for all.

Expected CPD Output(s): **Output 7.1:** Strengthened institutional capacities for integrated strategic planning.

Initiation Plan Start/End Dates: 01/10/2019-30/06/2020

Implementing Partner: Central Election Commission of Uzbekistan

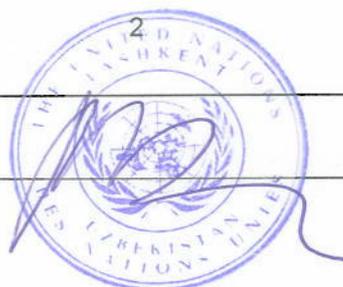
Brief Description

The project seeks to secure rapid response funding for EAD to cover the costs for the deployment to Uzbekistan of an international electoral expert as Chief Technical Advisor (CTA) for 3 months as well as up to three other short-term electoral experts to support the electoral process in the country. The CTA is expected to work closely with the Central Election Commission, provide ongoing technical advice and support in line with the approved areas of UN electoral assistance, including exposing the CEC to comparative international practices in election training, voter education and public information as well as electoral procedures. The initial funding is for a limited duration until the end of 2019. It is expected that from January 2020, UNDP in Uzbekistan will have enough funds from donors on the ground to continue the UN support to the electoral process in the country.

Programme Period:	2019-2020
Atlas Project Number:	122186
Atlas Output ID:	117884
Gender Marker:	2

Total resources required	\$ 133,537.75
Total allocated resources:	\$ 133,537.75
• DPPA	\$ 133,537.75
o Government	<u>in-kind</u>
Unfunded budget:	_____
In-kind Contributions	office
premises, landline phone, Internet	

Agreed by UNDP:



Matilda Dimovska, UNDP RR in Uzbekistan

I. PURPOSE AND EXPECTED OUTPUT

A short description justifying the need for an Initiation Plan for this project and the expected output.

Uzbekistan is to held parliamentary and local elections on 22 December 2019 against the background of unprecedented reforms spearheaded by President Sh.Mirziyoyev, reportedly enjoying extensive and genuine popular support. The national authorities of Uzbekistan view the upcoming elections as a major test for these reforms and as a means to strengthen the government's image and legitimacy both internally and externally. Following the first ever request for UN electoral assistance from the Central Election Commission (CEC) of Uzbekistan a needs assessment mission (NAM) was deployed to Tashkent from 23 to 31 July 2019. The NAM recommended providing targeted and phased technical electoral assistance, with the first phase covering the 2019 Parliamentary elections cycle and focusing on training of electoral officials, voter education and public information messaging, and in developing electoral procedures. A second phase covering the Presidential election cycle (until the end of the 2021) would focus on strengthening the CEC's institutional and technical capacity in coordination with other support providers. Although the UNDP Country Office has received assurances from a few development partners that they are willing to fund short-and long-term activities, it is yet to formulate a project document that would enable interested partners to implement their pledges. Following the approval from Under-Secretary-General DiCarlo, it is therefore suggested using DPPA Rapid Response Mechanism to bridge the current gap by providing support for the deployment of quick and short term experts until a fully-fledged UNDP implemented project can be secured with donor funding.

This Initiative Plan is aimed to implement DPPA Rapid Response Mechanism funds to deploy Chief Technical Advisor and short-terms experts to support the electoral process in the country. These experts will perform the following activities:

- Provide ongoing technical advice and support to CEC in line with the approved areas of UN Electoral Assistance;
- Exposing the CEC to comparative international practices in election training, voter education and public information as well as electoral procedures;
- Provide support in a comprehensive voter education component, specifically targeting women, youth, people with disabilities;
- Training other relevant electoral stakeholders, such as journalists and judges who have had so far limited practice experience of electoral dispute resolution mechanisms;
- Provide inputs to the UNDP project document on electoral support in Uzbekistan.

Expected results:

In the short-term, the CTA is expected work closely with the CEC in Uzbekistan and other national electoral stakeholders in all relevant areas of support defined in report of the EAD NAM and the UNDP electoral support project that will subsequently be developed. In addition, the CTA is expected to engage with the international donor community and serve as an in-house senior electoral expert to provide advice to the Country Office in terms of support and resource mobilization. Finally, the CTA is expected to make recommendations to the CEC and UNCT with regard to the technical/organisational aspects of elections and to coordination of technical and financial assistance to the electoral process.

The presence of CTA until the end of the year will allow for a smooth transfer of knowledge until UNDP has been able to develop a fully-fledged electoral assistance project and has been able to secure donor funding. Moreover, the CTA will provide expert advice in designing objectives and activities for the long-term project and support resource mobilization efforts.

II. MANAGEMENT ARRANGEMENTS

A short description of the individuals, organisations, and/or team structure required to conduct the activities of the Initiation Plan. If the size and scope of the Initiation Plan requires the establishment of a project board, describe the structure here and include a diagram if needed, drawing from the standard diagram provided in the full project document template.

The project activities will be implemented according to the UNDP procedures for direct implementation (DIM). The project will be implemented by UNDP in close cooperation with Central Election Commission, line ministries, and other electoral stakeholders.

The Project Board is the group responsible for making by consensus management decisions for a project when guidance is required by the Project Manager (PM), including approval of project plans and revisions. In order to ensure UNDP's ultimate accountability, Project Board decisions should be made in accordance with standards that shall ensure best value for money, fairness, integrity transparency and effective international competition.

Based on the approved annual work plan (AWP), the Project Board may review and approve periodic project plans when required and authorizes any major deviation from these agreed plans. The Project Board ensures that required resources are committed and arbitrates on any conflicts within the project or negotiates a solution to any problems between the project and external bodies. The Project Board, if necessary, will also decide on the reallocation of project budget among its activities based on the respective request made by the Project manager. In addition, it approves the appointment and responsibilities of the PM and any delegation of its Project Assurance responsibilities.

Project Manager has the authority to run the project on a day-to-day basis on behalf of the Project Board within the constraints laid down by the Board. The PM is responsible for day-to-day management and decision-making for the project. The Project Manager's prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost.

Project Assurance is the responsibility of each Project Board member; however, the role can be delegated. The Project Assurance role supports the Project Board by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed. Project Assurance has to be independent of the Project Manager; therefore, the Project Board cannot delegate any of its assurance responsibilities to the Project Manager.

Direct UNDP Country office Support Services to the Programme Implementation

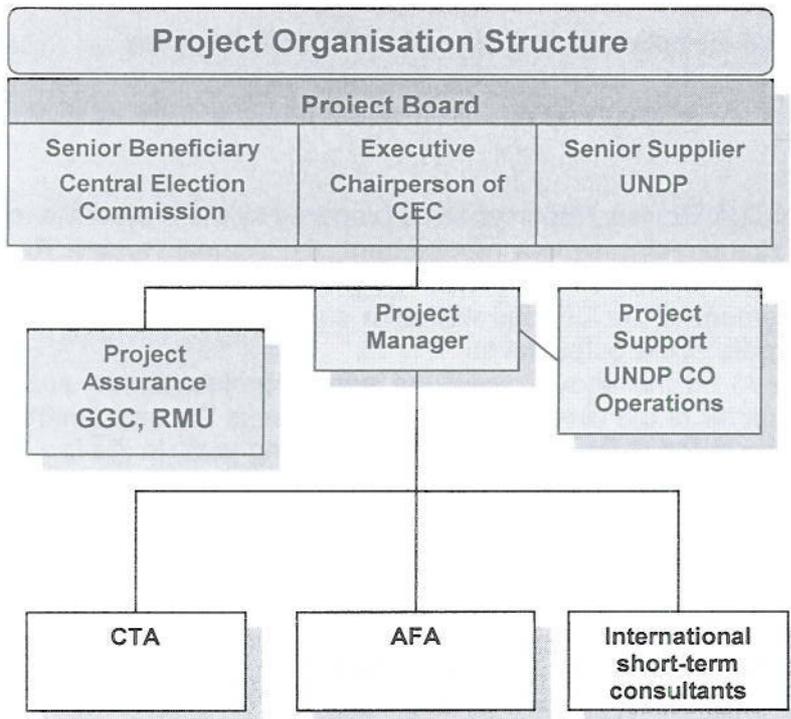
UNDP Country Office will provide the following support services for the project activities:

- Identification and/or recruitment and solution of administrative issues related to the project personnel;
- Procurement of commodities, labour and services;
- Identification and facilitation of training activities, seminars and workshops;
- Financial monitoring and reporting;
- Processing of direct payments;
- Supervision of project implementation, monitoring and assistance in project assessment.

When providing the above support services, the UNDP Country Office will recover the costs for providing Implementation Support Services on the basis of actual costs and transaction fee based on the Universal Price List. According to the corporate guidelines, these costs are an integral part of project delivery and, hence, will be charged to the same budget line (account in AWP) as the project input itself.

The procurement of goods and services and the recruitment of project personnel by the UNDP country office shall be in accordance with the UNDP regulations, rules, policies and procedures.

The relevant provisions of the Standard Basic Assistance Agreement (SBAA) between the Government of Uzbekistan and the UNDP, signed by Parties on 10th June 1993, including the provisions on liability and privileges and immunities, shall apply to the provision of such support services. Audit of the project will be conducted as per UNDP procedures and requirements.



III. MONITORING

A description of the monitoring requirements for the Initiation Plan.

Please refer to how the output and associated activity results shall be monitored, reviewed and assessed, depending on the scope and duration of the Initiation Plan (i.e. an Initiation Plan with a 9 months duration to start-up pilot activities shall require the combination of various monitoring tools and mechanisms, as opposed to a short Initiation Plan established to hire a consultant for the finalization of the Project Document).

As minimum requirement, an Initiation Phase Report should be prepared at the end of the Initiation Plan, using the standard format available in the Executive Snapshot in addition to attaching the full project document if developed or an explanation if initiation failed to produce a full project.

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

Within the annual cycle

- On a quarterly basis, a quality assessment shall record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table below.
- An Issue Log shall be activated in Atlas and updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change.
- Based on the initial risk analysis submitted, a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.
- Based on the above information recorded in Atlas, a Quarterly Progress Reports (QPR) shall be submitted by the Project Manager to the Project Board through Project Assurance, using the standard report format available in the Executive Snapshot.
- a project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project

- a Monitoring Schedule Plan shall be activated in Atlas and updated to track key management actions/events

Annually

- **Annual Review Report.** An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board. As minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the QPR covering the whole year with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level.
- **Annual Project Review.** Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes.

IV. WORK PLAN

Period¹: October-December 2019

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME						RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4	Q5	Q6		Funding Source	Budget Description	Amount
		<p>Output 1. CEC and electoral stakeholders are exposed to the international practices on electoral standards.</p> <p><i>Baseline: No rapid response to provide quick electoral assistance in line with UN standards</i></p> <p><i>Targets: Yes</i></p> <p><i>Related CP outcome: By 2020, the quality of public administration in improved for equitable access to quality public services for all.</i></p>	<p>1. Activity Result. Capacity of CEC on electoral process management is improved in line with international standards. Action: Deploy a senior electoral expert as CTA to Uzbekistan for 3 months</p> <p>2. Activity Result. Capacities of media representatives and judges on electoral process coverage and dispute resolution is improved. Action: Recruit electoral experts to assist with specific training needs in Uzbekistan electoral process in areas such as the promotion of inclusive participation of under-represented groups, training for journalists on election campaign coverage and training for judges on electoral dispute resolution mechanisms</p> <p>3. Activity Result. Awareness of population on electoral process is increased. Action: Printing and dissemination of knowledge materials. Organize capacity building and awareness raising events.</p> <p>4. Activity Result. Project management. Direct support services to project</p>				X				CEC, UNDP
			X					CEC, NAESMI, Supreme Court, UNDP, media	DPPA	Consultancy, travel, DSA, terminals	USD 50,973
					X			CEC, UNDP	DPPA	Printing, travel, event management, communication	USD 11,400
			X				X	UNDP	DPPA	DPC charges	USD 15,362.75
TOTAL											\$ 133,537.75

¹ Maximum 18 months

Annex 1. TOR for Chief Technical Advisor



UNITED NATIONS DEVELOPMENT PROGRAMME

I. Post Information

Post Title:	Chief Technical Advisor (CTA), elections
Type of contract:	IC
Assignment location:	Tashkent, Uzbekistan
Duration:	3 months (with possibility of an extension)
Supervisor:	UNDP Resident Representative

II. Organizational Context

Following a request for electoral assistance by the Uzbek authorities and in line with standard procedures, the Electoral Assistance Division (EAD) of UN Department of Political and Peacebuilding Affairs (DPPA) deployed a Needs Assessment Mission (NAM) to Uzbekistan in July 2019. Based on the NAM recommendations, UNDP designed an electoral assistance project aiming to: 1) provide targeted technical advice to the relevant institutions in organizing the 2019 parliamentary and local elections; 2) coordinate provision of international electoral assistance; 3) advise the UN Country Team and the Office of the Resident Coordinator on elections related matters and support on resource mobilization; and 4) based on lessons-learned from 2019 electoral process, design and deliver long-term assistance to a wide cross-section of stakeholders, with the aim of improving the electoral process and increasing political participation overall.

The Chief Technical Advisor (CTA) will be delivering all aspects of the assistance and will be providing support to all related components. He/she will be liaising at all times with the project's Steering Board, which include representatives of all national authorities working on elections, the donor community, and UNDP.

III. Functions / Key Results Expected

Under the overall guidance of the UNDP Resident Representative, and day-to-day management by the Deputy Resident Representative, Chief Technical Advisor will:

- Provide policy and programming advice to UN Resident Coordinator, UNDP Resident Representative and all national counterparts on the design, management, implementation, monitoring, and reporting of the UNDP's electoral assistance and its related activities;
- Provide daily advisory support to the Central Electoral Commission, in particular to the Chairperson, commission members, administrative staff and relevant departments;
- Identify country needs and strategies and support the CEC and other stakeholders in planning and implementation of the activities;
- Provide technical advice to all other relevant stakeholders;
- Advise on the design of the project, its objectives, activities leading up to parliamentary elections 2019 and beyond, and managing implementation of activities;
- Supervise the project's communication strategy and drafting of relevant reports;
- Maintain regular communication and reporting with the UNDP electoral assistance experts at the HQ and regional level and Electoral Assistance Division (EAD);
- Monitor the project's performance against the work plans and budgets;
- Elaborate and submit periodic reports on the progress of the project to the UNDP and its partners;
- In collaboration with UNDP Country Office, plan and coordinate meetings with partners;
- Prepare Terms of Reference (TORs) for required consultancies, and support the recruitment of the elections team, if required;
- Develop and implement resource mobilization strategies by:
 - Analysing information on potential donors and recommend a strategic approach to UNDP Country Office
 - Organizing and participating in working meetings and briefings with the international community to present the project
 - Gathering the feedback of the international community and working on defining the strategies
- Actively liaise with all elections stakeholders to effectively network with partners and seize opportunities to build alliances relevant to the UNDP's mandate and agenda, including:
 - Coordinating on a daily basis with the CEC and other project partners
 - Participating in all regular meetings with the donor community
 - Representing UNDP in all elections related activities and meetings (if delegated to do so by the Resident Representative)
 - Coordinating with all national and international organizations supporting electoral process in Uzbekistan
 - Identifying needs for capacity development and intervention of counterparts and potential beneficiaries.
 - Coordination of the Technical Working Group on Electoral Assistance (once established)
 - Assist in organizing meetings of the project Steering Committee (once established)
- Perform other relevant duties as required by the Resident Representative.

IV. Competencies

Corporate Responsibility and Teamwork:

- Serves and promotes the vision, mission, values, and strategic goals of UNDP
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Plans, prioritizes, and delivers tasks on time

Results-Orientation and Development Effectiveness:

- Plans and produces quality results to meet established goals
- Ability to lead strategic planning, results-based management and reporting
- Ability to lead implementation, monitoring and evaluation of development programmes and projects, mobilize resources
- Ability to formulate and manage budgets, manage transactions, conduct financial analysis and reporting

Management and Leadership:

- Builds strong relationships with clients, focuses on impact and result for the client and responds positively to feedback
- Consistently approaches work with energy and a positive, constructive attitude
- Demonstrates good oral and written communication skills
- Demonstrates openness to change and ability to manage complexities
- Sets clear performance goals and standards; executes responsibilities accordingly

Innovation and Judgment:

- Conceptualizes and analyses problems to identify key issues, underlying problems and how they relate
- Contributes creative, practical ideas and approaches to deal with challenging situation
- Strives for quality client-centred services (internal/external) when making decisions and taking action

Job Knowledge & Expertise

- Demonstrates substantive and technical knowledge to meet responsibilities and post requirements with excellence
- Uses ICT and web-based management systems effectively as a tool and resource
- Is motivated and demonstrates a capacity to pursue personal development and learn

V. Recruitment Qualifications	
Education:	Master's in Political Science, International Relations, Social Sciences, Management, Administration, Law or related fields.
Experience:	<ul style="list-style-type: none"> • At least ten years of professional experience in democratic governance with an emphasis on electoral assistance; • Experience in electoral assistance advisory and project management at the international level (with the United Nations System a strong asset); • Good knowledge of the political environment and administration in the context of Central Asia and/or other regions of the former Soviet Union; • Experience in resource mobilization and management of multi-donor (basket-fund) projects;
Skills:	<ul style="list-style-type: none"> • Knowledgeable of different tasks relating to the electoral process; • Ability to work under pressure in a multicultural and complex environment; • Ability to produce reports and high-level political analysis; • Capacity to dialogue with electoral and high-level political actors as well as donors from the international community; • Previously experience as Chief Technical Advisor or other senior post in the framework electoral assistance projects.
Language Requirements:	Fluency in English and Russian or Uzbek mandatory.

VI. Evaluation of Applicants

Application Evaluation Process

Individual consultants will be evaluated based on the **cumulative analysis** methodology (weighted scoring method), where the award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

- Responsive/compliant/acceptable; and
- Having received the highest score out of a pre-determined set of technical and financial criteria specific to the solicitation.

Technical Criteria weight: [70%]

Financial Criteria weight: [30%]

Only Individual Consultants obtaining a minimum of 49 points (70%) on the Technical evaluation will be considered for the Financial Evaluation.

Technical Criteria - 70% of total evaluation – max. 70 points:

- At least ten years of professional experience in democratic governance with an emphasis on electoral assistance (15);
- Experience in electoral assistance advisory and project management at the international level (with the United Nations System a strong asset) (20);
- Good knowledge of the political environment and administration in the context of Central Asia and/or other regions of the former Soviet Union (15);
- Experience in resource mobilization and management of multi-donor (basket-fund) projects (20);

Financial Criteria – 30% of total evaluation – maximum 30 points:

The following formula will be used to evaluate financial proposal:

$p = y (\mu/z)$, where

p = points for the financial proposal being evaluated

y = maximum number of points for the financial proposal

μ = price of the lowest priced proposal

z = price of the proposal being evaluated

UNDP will apply a fair and transparent selection process that will take into account both the technical qualification of Individual Consultants as well as their price proposals. The contract will be awarded to the candidate obtaining the highest combined technical and financial scores. Please go the following link for the

General Conditions of Individual Contracts: <http://www.undp.org/content/dam/undp/documents/procurement/documents/IC%20-%20General%20Conditions.pdf>

O'ZBEKISTON RESPUBLIKASI
MARKAZIY SAYLOV
KOMISSIYASI

100163, Toshkent sh., Islom Karimov ko'chasi, 43
Tel.: (998-71)239-81-03; Faks: (998-71)239-42-43
e-mail: saylov@umail.uz



CENTRAL ELECTION
COMMISSION OF THE REPUBLIC
OF UZBEKISTAN

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№ 387/1

2019 yil «4» ИЮНЬ

Doc. No:	68223
	120019

Постоянному координатору
ООН в Узбекистане
г-же Хелене Фрейзер

Dear Ms. Helena Fraser,

The Central Election Commission of the Republic of Uzbekistan presents its compliments to the United Nations Office in Uzbekistan and expresses its gratitude for the active support of the ongoing large-scale democratic transformation in the country.

As part of the current policy aimed at accelerating the development of the democratic foundations of state-building, the legislation on elections is being improved, a number of laws and regulations have been adopted to further introduce information and communication technologies in the electoral process, in particular to create an information system for electoral process administration. Among the most significant steps to improve the electoral process in the Republic of Uzbekistan, the following ones should be noted:

- measures are being taken to computerize the procedure for registering citizens when forming a list of voters who were previously managed by paper lists at polling stations. This will ensure high accuracy of the electoral list and exclude the possibility of double voting, as well as allow for effectively managing the list of voters for a long time;
- conditions are being created for the use of ICT technologies in the electoral process, which will increase the transparency of the processes, create opportunities for citizens to search for their polling stations to which they are attached, as well as for the registration of persons who have voted in advance and the tracking of voters turnout in real time.

The results achieved, as well as the ongoing work in this field, will allow the Republic of Uzbekistan to hold elections to the Legislative Chamber of the Oliy Majlis and local Kengashes of people's deputies in 2019 with an even higher degree of transparency than before. At the same time, the Central Election Commission intends to continue systematic

work on further improvement of the electoral process in order to ensure transparency, reliability, absolute accuracy of voting and democratic nature of elections.

In this connection, we kindly ask you to forward to the Head of the Department of Political Affairs - the UN Focal Point for Electoral Assistance, our request for technical assistance to further improve the electoral system of the Republic of Uzbekistan, focusing on the following:

- training the election commissions' staff based on the best practices of foreign countries;
- developing information materials for voters, preparing social advertising that motivates to participate in elections, holding communication and public events related to the electoral process and other related issues;
- optimizing the electoral legislation, processes and institutions, as well as logistical support for voter registration and voting process.

Let me take this opportunity to convey to the United Nations Office in Uzbekistan the renewed assurances of our highest consideration and express our hope for further fruitful cooperation.

Chairman

M. Abdusalomov



DPPA-DPO
REQUEST FOR RAPID RESPONSE 2019 FUNDING
R162

1. General Information

Submission Date: 11/09/2019	Request title : Rapid response electoral support to the electoral process in Uzbekistan
Requesting division : Electoral Assistance Division Department of Political and Peacebuilding Affairs	Project Manager: Pascale ROUSSY, Hassan Sesay
Country:	Duration: 3 months
Estimated start: 01/10/2019	End date: 31/12/2019
Partners:	

2. Brief Description

2.1 Brief summary of the problem/crisis.

Uzbekistan is to hold parliamentary and local elections on 22 December 2019 against the background of unprecedented reforms spearheaded by President Shavkat Mirziyoyev, reportedly enjoying extensive and genuine popular support. The Uzbek authorities view the upcoming elections as a major test for these reforms and as a means to strengthen the government's image and legitimacy internally and externally. Following the first ever request for UN electoral assistance from the Central Electoral Commission (CEC) of Uzbekistan a needs assessment mission (NAM) was deployed to Tashkent from 23 to 31 July. The NAM recommended providing targeted and phased technical electoral assistance, with the first phase covering the 2019 parliamentary elections cycle and focusing on training of electoral officials, voter education and public information messaging, and in developing electoral procedures. A second phase covering the presidential election cycle (until the end of the 2021) would focus on strengthening the CEC's institutional and technical capacity in coordination with other support providers. Although the UNDP Country Office has received assurances from a few Development Partners that they are willing to fund short- and long-term activities, it is yet to formulate a project document that would enable interested partners to implement their pledges. As per the note dated 15 August approved by Under-Secretary-General DiCarlo, it is therefore suggested using DPPA Rapid Response Mechanism to bridge the current gap by providing support for the deployment of quick and short term electoral experts until a fully-fledged UNDP implemented project can be secured with donor funding.

2.2 Description of the request: reason for rapid response funding.

The project seeks to secure rapid response funding for EAD to cover the costs for the deployment to Uzbekistan of an international electoral expert/consultant as Chief Technical Advisor (CTA) for a period of three (3) months as well as up to three other short term electoral experts to support the electoral process in the country. The CTA is expected to work closely with the CEC, provide ongoing technical advice and support in line with the approved areas of UN electoral assistance, including exposing the CEC to comparative international practices in election training, voter education and public information as well as electoral procedures. Part of the support will comprise a comprehensive voter education component specifically targeting women, youth, people with disabilities. The experts will also assist in training other relevant electoral stakeholders such as journalists as well as judges who have had so far limited practical experience of electoral dispute resolution mechanisms.

2.3 What are the requirements to meet the objective of the RRR ?

In order to meet the objectives of the project the following resources are required:

- 1) Funds for a senior electoral expert to provide consultancy and technical advice to the electoral process in Uzbekistan for 3 months starting from 1 October through 31 December. This will include travel costs, fees and DGAs.
- 2) Three Short-term electoral experts for specific training needs relating to the promotion of inclusive participation of under-represented groups particularly women, training for journalists on reporting on political campaigns and elections overall, and training for judges on electoral dispute resolution mechanisms.

2.4 Internal Clearance

EAD management has approved. This was also in a recommendation in a note to USG on Uzbekistan which was approved a few days ago.

2.5 Exit Strategy

This support is for a limited duration and only until the end of the year. It is expected that from January 2020 UNDP in Uzbekistan will have enough funds from donors on the ground to continue the UN support to the electoral process in the country.

3. Expected Results

Expected Results

Short and intermediate changes that occur as a direct result of the project. They should be SMART (specific, measurable, achievable, realistic and timely)

Expected Results

In the short-term, the CTA is expected to work closely with the Central Electoral Commission (CEC) in Uzbekistan and other national electoral stakeholders in all relevant areas of support defined in report of the EAD needs assessment mission (NAM) and the UNDP electoral support project that will subsequently be developed. In addition, the CTA is expected to engage with the international donor community and serve as an in-house senior electoral expert to provide advice to the Country Office in terms of support and resource mobilization. Finally, the CTA is expected to make recommendations to the CEC and the UN Country Team with regards to the technical/organizational aspects of elections and to coordination of technical and financial assistance to the electoral process.

Broader, longer term changes that occur within the community, organization, society or environment as a result of the project

Impact

The presence of the CTA until the end of the year will allow for a smooth transfer of knowledge until UNDP has been able to develop a fully-fledged electoral assistance project and has been able to secure donor funding. Moreover, the CTA will provide expert advice in designing objectives and activities for the long-term project and support resource mobilization efforts.

Gender Marker

The project integrates gender mainstreaming consideration into project goals and outputs (i.e. ToRs, publications, training materials, and guidance) and is expected to make a significant contribution.

Gender Marker 2

Gender will be a key consideration in implementing the activities outlined in the project. It will among other things include supporting the participation of women in the elections, gender sensitive voter education activities and providing advice to relevant stakeholders on the particular needs of women in time of elections.

4. Workplan

4.1 Activities

No.	Activity	Period
1	Deploy a senior electoral expert/consultant as Chief Technical Advisor (CTA) to Uzbekistan for a period of three (3) months to support the electoral process in the country – Period 1 October 2019 – 31 December 2019	01/10/2019 - 31/12/2019
	31/12/2019 Deploy a senior electoral expert/consultant as Chief Technical Advisor (CTA) to Uzbekistan for a period of three (3) months to support the electoral process in the country – Period 1 October 2019 – 31 December 2019	
2	Recruit short-term electoral experts to assist with specific training needs in Uzbekistan electoral process- in areas such as the promotion of inclusive participation of under-represented groups, training for journalists on election campaign coverage and training for judges on electoral dispute resolution mechanisms.	01/10/2019 - 31/12/2019
	31/12/2019 Recruit short-term electoral experts to assist with specific training needs in Uzbekistan electoral process- in areas such as the promotion of inclusive participation of under-represented groups, training for journalists on election campaign coverage and training for judges on electoral dispute resolution mechanisms.	

4.2 Risks

Operational

Risk Definition	Delays in the process for issuing the necessary financial authorization to UNDP Uzbekistan to recruit the consultant
Impact (Medium / High / Low)	High
Likelihood (Medium / High / Low)	Low
Internal Controls / Risk Response	We need to work very closely with OUSG and EO colleagues to ensure the funds are approved as soon as possible
Residual Risk	Low

*(Medium / High / Low)**Risk Owner*

Pascale Roussy and Hassan Sesay

4.3 Partners

(no partners defined)

5. Financial Requirements**Summary**

<i>Resource</i>	<i>Amount</i>
Staff and Consultants	64,500
Travel	54,256
	<u>118,756</u>
Total Requirements:	118,756
Support Cost:	15,438
Total:	134,194

*Item Master**Amount***XB BUDGET 2019**

SZA

STAFF AND CONSULTANTS*3041 - Consultants Fee International*

Consultants Daily Fees

(2)

64,500

64,500

64,500

64,500

TRAVEL*3042 - Consultants Travel*

Airfare and Tickets Economic

USA and Canada (1)

6,000

6,000

Daily Subsistence Allowance

UZB Tashkent (Residents) (1)

47,880

47,880

Terminal Expenses

Others (1)

376

376

54,256

54,256

Total Requirements: 118,756

Support Cost: 15,438

TOTAL: 134,194**6. Approval Flow**



1. Submission of Project

Mr. Mansour SADEGHI
12/09/2019 - 12:39 PM

2. EO Budget Review

Mrs. Daluwattage Don Eranka
13/09/2019 - 01:51 PM

EO reviewed.

3.

USG APPROVAL

7. QUARTER REVIEWS
