Closure Stage Quality Assurance Report

Form Status: Approved		
Overall Rating:	Satisfactory	
Decision:		
Portfolio/Project Number:	00115039	
Portfolio/Project Title:	Electoral Support in Armenia 2	
Portfolio/Project Date:	2019-04-01 / 2021-12-31	

Strategic Quality Rating: Exemplary

- 1. Did the project pro-actively identified changes to the external environment and incorporated them into the project strategy?
- 3: The project team identified relevant changes in the external environment that may present new opportunities or threats to the project's ability to achieve its objectives, assumptions were tested to determine if the project's strategy was valid. There is some evidence that the project board considered the implications, and documented the changes needed to the project in response. (all must be true)
- 2: The project team identified relevant changes in the external environment that may present new opportunities or threats to the project's ability to achieve its objectives. There is some evidence that the project board discussed this, but relevant changes did not fully integrate in the project. (both must be true)
- 1: The project team considered relevant changes in the external environment since implementation began, but there is no evidence that the project team considered these changes to the project as a result.

Evidence:

The project team closely monitored the changes in the external environment, reflected In the periodic meeting of the project steering committee meetings minutes as well as correspondence with the project do nor:

- on February 9, 2020 the President of Armenia sign ed a decree that the Referendum on Constitutional c hanges will take place on 5 April 2020. Based on the request from the Government (attached), the Project got the approval to reshuffle a portion of the funds to the referendum, in line with Government's new priori ty.
- in July 2020, the Government of Armenia announc ed about the possibilities to explore the potential introduction of e-voting technologies in Armenia, in response to which the project, in coordination with the Ministry of High Technologies and Industry (request lett er is attached), conducted the Feasibility Study on E-voting technologies, inviting prominent experts in the field to conduct the research.

List of Uploaded Documents

#	File Name	Modified By	Modified On
1	LettertoUNDPFromMinistryofHighTechnology _6511_301_10840_301 (https://intranet.und p.org/apps/ProjectQA/QAFormDocuments/Le ttertoUNDPFromMinistryofHighTechnology_6 511_301_10840_301.pdf)	araks.babayan@undp.org	11/29/2021 8:12:00 AM
2	LetterfromTigranAvinyan_24February2020_6 511_301_10840_301 (https://intranet.undp.or g/apps/ProjectQA/QAFormDocuments/Letterf romTigranAvinyan_24February2020_6511_3 01_10840_301.pdf)	araks.babayan@undp.org	11/29/2021 8:12:00 AM

- 2. Was the project aligned with the thematic focus of the Strategic Plan?
- 3: The project responded to at least one of the development settings as specified in the Strategic Plan (SP) and adopted at least one Signature Solution . The project's RRF included all the relevant SP output indicators. (all must be true)
- 2: The project responded to at least one of the developments settings1 as specified in the Strategic Plan. The project's RRF included at least one SP output indicator, if relevant. (both must be true)
- 1: While the project may have responded to a partner's identified need, this need falls outside of the UNDP Strategic Plan. Also select this option if none of the relevant SP indicators are included in the RRF.

Evidence:

The project responds to the second development set ting: "Accelerate structural transformations", as spec ified in the SP, and adopted 2 signature solutions "G overnance for peaceful, just, and inclusive societies" and "Women's empowerment and gender equality". The Project RRF includes the output indicator 2.2.2. 1 "Number of additional Electoral Management Bodi es (EMBs) with strengthened capacity to conduct inc lusive and credible elections". Pls see Prodoc page 1 and 14.

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#	File Name	Modified By	Modified On
1	JAPAN_ProDoc_ESPA2_REVISION1_versio n001_10840_302 (https://intranet.undp.org/a pps/ProjectQA/QAFormDocuments/JAPAN_ProDoc_ESPA2_REVISION1_version001_10 840_302.docx)	araks.babayan@undp.org	11/29/2021 8:18:00 AM

Relevant Quality Rating: Satisfactory

- 3. Were the project's targeted groups systematically identified and engaged, with a priority focus on the discriminated and marginalized, to ensure the project remained relevant for them?
- 3: Systematic and structured feedback was collected over the project duration from a representative sample of beneficiaries, with a priority focus on the discriminated and marginalized, as part of the project's monitoring system. Representatives from the targeted groups were active members of the project's governance mechanism (i.e., the project board or equivalent) and there is credible evidence that their feedback informs project decision making. (all must be true)
- 2: Targeted groups were engaged in implementation and monitoring, with a priority focus on the discriminated and marginalized. Beneficiary feedback, which may be anecdotal, was collected regularly to ensure the project addressed local priorities. This information was used to inform project decision making. (all must be true to select this option)
- 1: Some beneficiary feedback may have been collected, but this information did not inform project decision making. This option should also be selected if no beneficiary feedback was collected
- Not Applicable

Evidence:

The project supported the institutional capacity of C EC of Armenia. While the main beneficiary of the project has been the CEC, the project also partnered with other national stakeholders involved with the elect ions, including the Passport and Visa Department of the RA Police, media, CSOs, women and youth groups, and the public at large.

The project closely monitored the changes in the pri orities of its main beneficiary, CEC, through frequent periodic meetings and consultations with it. In 2019, CEC prioritized the improvement if its data center, in a response to which the project rechanneled portion of its funds to address this gap for the CEC. Pls see the SPR page 5.

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1	SPRESPA-2Annual2019_draft_6511_303_10 840_303 (https://intranet.undp.org/apps/Proj ectQA/QAFormDocuments/SPRESPA-2Annu al2019_draft_6511_303_10840_303.pdf)	araks.babayan@undp.org	11/29/2021 8:20:00 AM	

- 4. Did the project generate knowledge, and lessons learned (i.e., what has worked and what has not) and has this knowledge informed management decisions to ensure the continued relevance of the project towards its stated objectives, the quality of its outputs and the management of risk?
- 3: Knowledge and lessons learned from internal or external sources (gained, for example, from Peer Assists, After Action Reviews or Lessons Learned Workshops) backed by credible evidence from evaluation, corporate policies/strategies, analysis and monitoring were discussed in project board meetings and reflected in the minutes. There is clear evidence that changes were made to the project to ensure its continued relevance. (both must be true)
- 2: Knowledge and lessons learned backed by relatively limited evidence, drawn mainly from within the project, were considered by the project team. There is some evidence that changes were made to the project as a result to ensure its continued relevance. (both must be true)
- 1: There is limited or no evidence that knowledge and lessons learned were collected by the project team. There is little or no evidence that this informed project decision making.

Evidence:

Despite the fact that the activity 1.1 "...lessons-learn ed workshops/exercises conducted.." the project co nducted thorough lessons learned exercise of voter authentication process, however, this activity was al so used to reflect the project internal processes, less ons learned, what worked well and what could have been changed.

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- 5. Was the project sufficiently at scale, or is there potential to scale up in the future, to meaningfully contribute to development change?
- 3: There was credible evidence that the project reached sufficient number of beneficiaries (either directly through significant coverage of target groups, or indirectly, through policy change) to meaningfully contribute to development change.
- ② 2: While the project was not considered at scale, there are explicit plans in place to scale up the project in the future (e.g. by extending its coverage or using project results to advocate for policy change).
- 1: The project was not at scale, and there are no plans to scale up the project in the future.

Evidence:

The project was designed to fully contribute to the d evelopment change during its implementation perio d, however, due to global pandemic situation and es calation of the conflict in/around NK, as well as the martial law declared in the country, a portion of the a ctivities were hindered. The project applied for the n o-cost extension for five months and used it to fully c omplete the activities.

In 2021, when new Snap elections were announced, the Project mobilized additional resources in a subs equent project (ESPA-3) basket fund to support the Snap elections, as well as to support the CEC in pos t-electoral capacity-building activities.

Attached is the Prodoc for ESPA-3.

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#	File Name	Modified By	Modified On
1	ProdocESPA3-Snapsupport-May4-signedfirst pageandcontent_10840_305 (https://intranet.undp.org/apps/ProjectQA/QAFormDocuments/ProdocESPA3-Snapsupport-May4-signedfirstpageandcontent_10840_305.pdf)	araks.babayan@undp.org	12/1/2021 2:41:00 PM
2	GovletterUN29March2021_10840_305 (https://intranet.undp.org/apps/ProjectQA/QAFormDocuments/GovletterUN29March2021_10840_305.pdf)	araks.babayan@undp.org	12/1/2021 2:41:00 PM

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6. Were the project's measures (through outputs, activities, indicators) to address gender inequalities and empower women relevant and produced the intended effect? If not, evidence-based adjustments and changes were made.

Quality Rating: Satisfactory

- 3: The project team gathered data and evidence through project monitoring on the relevance of the measures to address gender inequalities and empower women. Analysis of data and evidence were used to inform adjustments and changes, as appropriate. (both must be true)
- 2: The project team had some data and evidence on the relevance of the measures to address gender inequalities and empower women. There is evidence that at least some adjustments were made, as appropriate. (both must be true)
- 1: The project team had limited or no evidence on the relevance of measures to address gender inequalities and empowering women. No evidence of adjustments and/or changes made. This option should also be selected if the project has no measures to address gender inequalities and empower women relevant to the project results and activities.

Evidence:

The project had intended to focus on women for its c apacity-building activities, trainings and workshops, as well as to have gender-disaggregated data to be able to assess the training impact, however, due to g lobal pandemic and changed priorities of the direct b eneficiary, CEC, the trainings were replaced by othe r activities.

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- 7. Were social and environmental impacts and risks successfully managed and monitored?
- 3: Social and environmental risks were tracked in the risk log. Appropriate assessments conducted where required (i.e., Environmental and Social Impact Assessment (ESIA) for High risk projects and some level of social and environmental assessment for Moderate risk projects as identified through SESP). Relevant management plan(s) developed for identified risks through consultative process and implemented, resourced, and monitored. Risks effectively managed or mitigated. If there is a substantive change to the project or change in context that affects risk levels, the SESP was updated to reflect these changes. (all must be true)
- 2: Social and environmental risks were tracked in the risk log. Appropriate assessments conducted where required (i.e., Environmental and Social Impact Assessment (ESIA) for High risk projects and some level of social and environmental assessment for Moderate risk projects as identified through SESP). Relevant management plan(s) developed, implemented and monitored for identified risks. OR project was categorized as Low risk through the SESP.
- 1: Social and environmental risks were tracked in the risk log. For projects categorized as High or Moderate Risk, there was no evidence that social and environmental assessments completed and/or management plans or measures development, implemented or monitored. There are substantive changes to the project or changes in the context but SESP was not updated. (any may be true)

Evidence:

The project is categorized as Low Riks through the SESP. The changes were updated in the ATLAS ris $k \log$.

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8. Were grievance mechanisms available to project-affected people and were grievances (if any) addressed to ensure any perceived harm was effectively mitigated?

- 3: Project-affected people actively informed of UNDP's Corporate Accountability Mechanism (SRM/SECU) and how to access it. If the project was categorized as High or Moderate Risk through the SESP, a project -level grievance mechanism was in place and project affected people informed. If grievances were received, they were effectively addressed in accordance with SRM Guidance. (all must be true)
- 2: Project-affected people informed of UNDP's Corporate Accountability Mechanism and how to access it. If the project was categorized as High Risk through the SESP, a project -level grievance mechanism was in place and project affected people informed. If grievances were received, they were responded to but faced challenges in arriving at a resolution.
- 1: Project-affected people was not informed of UNDP's Corporate Accountability Mechanism. If grievances were received, they were not responded to. (any may be true)

Evidence:

Project was categorized as SESP low risk.

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Management & Monitoring

Quality Rating: Satisfactory

- 9. Was the project's M&E Plan adequately implemented?
- 3: The project had a comprehensive and costed M&E plan. Baselines, targets and milestones were fully populated. Progress data against indicators in the project's RRF was reported regularly using credible data sources and collected according to the frequency stated in the Plan, including sex disaggregated data as relevant. Any evaluations conducted, if relevant, fully meet decentralized evaluation standards, including gender UNEG standards. Lessons learned, included during evaluations and/or After-Action Reviews, were used to take corrective actions when necessary. (all must be true)
- 2: The project costed M&E Plan, and most baselines and targets were populated. Progress data against indicators in the project's RRF was collected on a regular basis, although there was may be some slippage in following the frequency stated in the Plan and data sources was not always reliable. Any evaluations conducted, if relevant, met most decentralized evaluation standards. Lessons learned were captured but were used to take corrective actions. (all must be true)
- 1: The project had M&E Plan, but costs were not clearly planned and budgeted for, or were unrealistic. Progress data was not regularly collected against the indicators in the project's RRF. Evaluations did not meet decentralized evaluation standards. Lessons learned were rarely captured and used. Select this option also if the project did not have an M&E plan.

Evidence:

The Project has a comprehensive Monitoring and Ev aluation Plan, the progress against the indicators is monitored on the basis of credible data sources. Ad equate corrective actions are undertaken based on i dentified lessons learned.

Evaluation is not envisaged in the Prodoc.

Pls refer to the section "Monitoring and Evaluation" of the Prodoc.

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- 10. Was the project's governance mechanism (i.e., the project board or equivalent) function as intended?
- 3: The project's governance mechanism operated well, and was a model for other projects. It met in the agreed frequency stated in the project document and the minutes of the meetings were all on file. There was regular (at least annual) progress reporting to the project board or equivalent on results, risks and opportunities. It is clear that the project board explicitly reviewed and used evidence, including progress data, knowledge, lessons and evaluations, as the basis for informing management decisions (e.g., change in strategy, approach, work plan.) (all must be true to select this option)
- 2: The project's governance mechanism met in the agreed frequency and minutes of the meeting are on file. A project progress report was submitted to the project board or equivalent at least once per year, covering results, risks and opportunities. (both must be true to select this option)
- 1: The project's governance mechanism did not meet in the frequency stated in the project document over the past year and/or the project board or equivalent was not functioning as a decision-making body for the project as intended.

Evidence:

The Project Board met regularly to review and asses s the project progress, results, risks and any gaps. T he minutes of each Board meeting were shared with the Board members for approval. The Project Board did not meet in 2020 because of the pandemic. One Project Board was held in January 2021.

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- 11. Were risks to the project adequately monitored and managed?
- 3: The project monitored risks every quarter and consulted with the key stakeholders, security advisors, to identify continuing and emerging risks to assess if the main assumptions remained valid. There is clear evidence that relevant management plans and mitigating measures were fully implemented to address each key project risk and were updated to reflect the latest risk assessment. (all must be true)
- 2: The project monitored risks every year, as evidenced by an updated risk log. Some updates were made to management plans and mitigation measures.
- 1: The risk log was not updated as required. There was may be some evidence that the project monitored risks that may affected the project's achievement of results, but there is no explicit evidence that management actions were taken to mitigate risks.

Evidence:

The Project was constantly in touch with the key sta keholders updating on the progress results, impleme ntation risks and new opportunities via email corresp ondence and physical meetings.

Annual Monitoring Standard Progress Reports were produced.

List of Uploaded Documents

#	File Name	Modified By	Modified On
1	SPRESPA-2Annual2019_draft_6511_311_10 840_311 (https://intranet.undp.org/apps/Proje ctQA/QAFormDocuments/SPRESPA-2Annua l2019_draft_6511_311_10840_311.pdf)	araks.babayan@undp.org	12/1/2021 2:48:00 PM
2	SPRESPA-2Q22019_approved_6511_311_1 0840_311 (https://intranet.undp.org/apps/ProjectQA/QAFormDocuments/SPRESPA-2Q22 019_approved_6511_311_10840_311.docx)	araks.babayan@undp.org	12/1/2021 2:48:00 PM

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e project inputs procured and delivered on time	e to efficiently contribute to results	?
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The project had a procurement plan and kept i	t updated. The project quarterly re	viewed operational
	er and addressed them through app	propriate management
	ne project annually reviewed opera	tional bottlenecks to
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	ent plan. The project team may or	may not have reviewed
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The project constantly updated its procurement nee ds in the PROMPT platform to address the bottlenec ks and take adequate management actions.

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- 14. Was there regular monitoring and recording of cost efficiencies, taking into account the expected quality of results?
- 3: There is evidence that the project regularly reviewed costs against relevant comparators (e.g., other projects or country offices) or industry benchmarks to ensure the project maximized results delivered with given resources. The project actively coordinated with other relevant ongoing projects and initiatives (UNDP or other) to ensure complementarity and sought efficiencies wherever possible (e.g. joint activities.) (both must be true)
- 2: The project monitored its own costs and gave anecdotal examples of cost efficiencies (e.g., spending less to get the same result,) but there was no systematic analysis of costs and no link to the expected quality of results delivered. The project coordinated activities with other projects to achieve cost efficiency gains.
- 1: There is little or no evidence that the project monitored its own costs and considered ways to save money beyond following standard procurement rules.

Evidence:

Due to the pressing need and the request from the CEC, the big procurement of equipment for the CEC data center was carried out through the UNDP Procurement Office of Sourcing and Operations in Copen hagen.

All other procurement cases were managed locally in line with the project procurement plan and following UNDP SOP and rules and regulations. The Project closely monitored the costs and market prices to ach ieve best value for money through the competitive procurement processes. The cost efficiency is also achieved by using LTAs. To review costs against relevant comparators, the project conducted micro-purchase processes for small amount goods, and announced open tenders if the amounts were above the respective threshold.

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Effective	Quality Rating: Satisfactory
15. Was the project on track and delivered its expected	outputs?

Evidence:

YesNo

The project followed its designed timeline in 2019, h owever due to global pandemic situation and escalat ion of the conflict in/around NK in 2020, as well as th e martial law declared in the country, a portion of the activities were hindered. The project applied for no-c ost extension for five months and used it to fully com plete the activities.

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- 16. Were there regular reviews of the work plan to ensure that the project was on track to achieve the desired results, and to inform course corrections if needed?
- 3: Quarterly progress data informed regular reviews of the project work plan to ensure that the activities implemented were most likely to achieve the desired results. There is evidence that data and lessons learned (including from evaluations /or After-Action Reviews) were used to inform course corrections, as needed. Any necessary budget revisions were made. (both must be true)
- ② 2: There was at least one review of the work plan per year with a view to assessing if project activities were on track to achieving the desired development results (i.e., outputs.) There may or may not be evidence that data or lessons learned were used to inform the review(s). Any necessary budget revisions have been made.
- 1: While the project team may have reviewed the work plan at least once over the past year to ensure outputs were delivered on time, no link was made to the delivery of desired development results. Select this option also if no review of the work plan by management took place.

Evidence:

Two budget revisions were conducted: (i) to rechan nel a portion of the funds to support the preparation process of the Constitutional Referendum that was s cheduled on April 5, 2020, but never conducted due to the COVID-19 pandemic, (ii) to request the no-co st extension for five months for 2021.

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- 17. Were the targeted groups systematically identified and engaged, prioritizing the marginalized and excluded, to ensure results were achieved as expected?
- 3: The project targeted specific groups and/or geographic areas, identified by using credible data sources on their capacity needs, deprivation and/or exclusion from development opportunities relevant to the project's area of work. There is clear evidence that the targeted groups were reached as intended. The project engaged regularly with targeted groups over the past year to assess whether they benefited as expected and adjustments were made if necessary, to refine targeting. (all must be true)
- 2: The project targeted specific groups and/or geographic areas, based on some evidence of their capacity needs, deprivation and/or exclusion from development opportunities relevant to the project's area of work. Some evidence is provided to confirm that project beneficiaries are members of the targeted groups. There was some engagement with beneficiaries in the past year to assess whether they were benefiting as expected. (all must be true)
- 1: The project did not report on specific targeted groups. There is no evidence to confirm that project beneficiaries are populations have capacity needs or are deprived and/or excluded from development opportunities relevant to the project area of work. There is some engagement with beneficiaries to assess whether they benefited as expected, but it was limited or did not occurred in the past year.
- Not Applicable

Evidence:

The main beneficiary of the project is the CEC.

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- 18. Were stakeholders and national partners fully engaged in the decision-making, implementation and monitoring of the project?
- 3: Only national systems (i.e., procurement, monitoring, evaluation, etc.) were used to fully implement and monitor the project. All relevant stakeholders and partners were fully and actively engaged in the process, playing a lead role in project decision-making, implementation and monitoring. (both must be true)
- 2: National systems (i.e., procurement, monitoring, evaluation, etc.) were used to implement and monitor the project (such as country office support or project systems) were also used, if necessary. All relevant stakeholders and partners were actively engaged in the process, playing an active role in project decision-making, implementation and monitoring. (both must be true)
- 1: There was relatively limited or no engagement with national stakeholders and partners in the decision-making, implementation and/or monitoring of the project.
- Not Applicable

Evidence:

The project operated in DIM modality. Stakeholder w ere engaged via a steering committee mechanism.

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19. Were there regular monitoring of changes in capacities and performance of institutions and systems relevant to the project, as needed, and were the implementation arrangements⁸ adjusted according to changes in partner capacities?

- 3: Changes in capacities and performance of national institutions and systems were assessed/monitored using clear indicators, rigorous methods of data collection and credible data sources including relevant HACT assurance activities. Implementation arrangements were formally reviewed and adjusted, if needed, in agreement with partners according to changes in partner capacities. (all must be true)
- 2: Aspects of changes in capacities and performance of relevant national institutions and systems were monitored by the project using indicators and reasonably credible data sources including relevant HACT assurance activities. Some adjustment was made to implementation arrangements if needed to reflect changes in partner capacities. (all must be true)
- 1: Some aspects of changes in capacities and performance of relevant national institutions and systems may have been monitored by the project, however changes to implementation arrangements have not been considered. Also select this option if changes in capacities and performance of relevant national institutions and systems have not been monitored by the project.
- Not Applicable

Evidence:

The main partner and beneficiary is the CEC, which is a state institution. The project did not use grant or cost-sharing modality with any national partner, hence did not apply HACT assurance activities.

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- 20. Were the transition and phase-out arrangements were reviewed and adjusted according to progress (including financial commitment and capacity).
- 3: The project's governance mechanism regularly reviewed the project's sustainability plan, including arrangements for transition and phase-out, to ensure the project remained on track in meeting the requirements set out by the plan. The plan was implemented as planned by the end of the project, taking into account any adjustments made during implementation. (both must be true)
- 2: There was a review of the project's sustainability plan, including arrangements for transition and phase-out, to ensure the project remained on track in meeting the requirements set out by the plan.
- 1: The project may have had a sustainability plan but there was no review of this strategy after it was developed. Also select this option if the project did not have a sustainability strategy.

Evidence:

Along with the electoral trainings organized for Elect oral Management Bodies, the project applied "on-th e-job" capacity building approach through daily work with national counterparts. The project support was significantly diminished to allow the EMBs to admini ster local elections in 2019.

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QA Summary/Final Project Board Comments

The FInal Project Board for the Electoral Support Project (ESPA) - 2 took place on 4 June 2021. It was both the final Board for ESPA-2 and the first one for ESPA-3, with the participation of both projects' donors. The final presentation of ESPA-2 activities was conducted by ESPA-2 CTA. It was appraised positively by the Board members, who highly appreciated the achievements of ESPA-2.

The board expressed positively on the ESPA-3 as well and endorsed its launch.