

**PROJECT PARTNERSHIP AGREEMENT
UNDER A PROGRAMME OF THE OFFICE OF THE UNITED NATIONS
HIGH COMMISSIONER FOR REFUGEES**

BETWEEN

**THE OFFICE OF THE UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES
(hereafter referred as "UNHCR")**

AND

**UNITED NATIONS DEVELOPMENT PROGRAMME
(hereafter referred as "Recipient Agency")**

(both hereafter referred as "the Parties")

UNHCR use ONLY

Agreement Symbol: JORMN / 2017 / 0000000040 / 000

Liquidation Date: 31-01-2018 (as applicable)

Project (Activities) Basic Data:

**Budget Year: 2017*

**Operation: SRRCO ABC*

**Cost Centre (s): 32062 Reg. Refugee Coord. Office*

**Pillar (long description): Pillar 1 - Refugee Programme*

**PPG (s): 5XXND ALL POPULATIONS OF CONCERN AFFECTED BY SYRIA
SITUATION*

**Goal(s): PR Advocacy for protection and solutions*

**Implementer code: 7000019 UNITED NATIONS DEVELOPMENT
PROGRAMME*

A. SUMMARY OF PROJECT (ACTIVITIES)

Title of the Project (Activities)	Support to UNHCR-UNDP Joint Secretariat
Effective Start Date	01-06-2017
Planned Date of Completion	31-12-2017

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Location/Office	JORMN / UNHCR Director's Office Amman
Contribution	207,907.56 USD
Contributing Agency	United Nations High Commissioner for Refugees (UNHCR)
Recipient Agency	UNITED NATIONS DEVELOPMENT PROGRAMME
Nature of Project (Activities)	The project will be implemented through a number of Knowledge & Innovation Hubs, Workshops, knowledge products, research, monitoring, and implementation of the innovation knowledge sharing platform.
Purpose	The Joint Secretariat will continue to maintain the role of supporting 3RP coordination and advocacy around knowledge products, workshops and events, and other related 3RP outputs.

ANNEX(ES)

In the event that the terms contained in the Annex(es) are incompatible with those contained in this Agreement, the latter shall govern and prevail. List and attach any Annex(es) that both UNHCR and the Recipient Agency consider to be a component of the Project Partnership Agreement.

List of Annex(es):

- Annex A: Project Description, including the Expected Results Logframe (as agreed)
- Annex B: Budget
- Annex C: Workplan
- Annex D: Staff list

Expected Outcome/Results

Summary of Deliverables

The JS will use the convening power of both agencies and their responsibilities to collect data, facilitate evidence based response, identify gaps, generate knowledge, and to ensure coordination and cross-fertilization of initiatives in the region. A detailed Project Description or Logframe of Expected Outcome/Results (attached, as applicable)

The Recipient Agency will be fully responsible for the administering the Contribution in accordance with this Agreement and its financial regulations, rules, policies and procedures, and administrative instructions, and carrying out the Project (Activities) efficiently and effectively.

B. BUDGET

The total budget of UNHCR contribution for the Project (Activities) is 207,907.56 in USD as summarized below and more details budget breakdown is described is attached as Annex B**.



Summary of the Budget (UNHCR's Contribution)	Currency	Amount	Amount [USD]
Total programmable amount, including direct costs	USD	192,507.00	192,507.00
Indirect support costs/ cost recovery/overhead cost (as applicable)	USD	15,400.56	15,400.56
Grand Total	USD		207,907.56

UNHCR will not be responsible for any financial commitment or expenditure made by the Recipient Agency that exceeds the budget for the Project (Activities). The Recipient Agency will promptly advise UNHCR when it is aware that the budget for the Project (Activities) is insufficient to fully implement the Project (Activities) in the manner set out in the present Agreement, including its Annexes. UNHCR will have no obligation to provide the Recipient Agency with any funds or to make any reimbursement for expenses incurred in excess of the total budget as set forth herein.

C. COSTS RECOVERY

The Recipient Agency's support costs, determined in accordance with its cost recovery, will be paid from the Contribution, in accordance with the budget, as set forth under **B. Budget**.

D. REPORTING

Narrative Reporting

The Recipient Agency will provide UNHCR with a narrative report on the progress of the Project (Activities) on a regular basis, as set below

On a quarterly basis, a project progress reports (PPR) will be submitted to the Steering Committee. UNDP will submit financial and narrative report as stipulated in the reporting section (D) of the Agreement.

Financial Reporting

The Recipient Agency will provide UNHCR with the following financial reports, prepared in accordance with the Recipient Agency's financial regulations, rules, policies, procedures, and administrative instructions

E. CONTRIBUTIONS

The total amounts paid by UNHCR shall match the total budget amount as set above under the Article B. Budget. For Project (Activities) less than one year in duration the Contribution will be paid to the Recipient Agency prior to the commencement of Activities. For multi-year Project (Activities) the contribution will be paid in instalment according to the following schedule:

Period			Currency	Amount
From	To	Description		
01-06-2017	30-09-2017	First Installment	USD	135,398.03
01-10-2017	31-12-2017	Second/Last Installment	USD	72,509.53

UNHCR acknowledges that the Recipient Agency will not pre-finance the Project (Activities) under this Agreement. If the Contribution, or any part of it, is not received in a timely manner, the Project (Activities) may be reduced or suspended by the Recipient Agency with immediate effect.

The UNHCR Contribution will be paid into the following account:

Account Details:

UNDP SubRegional Development Coordinator
Citibank, N.A. BANK 36349562

Currency: USD

Bank Address:

When making such transfers, UNHCR shall notify the Recipient Agency of the following: (a) the amount transferred; (b) the value date of the transfer; (c) that the transfer is from the UNHCR pursuant to this Agreement.

F. INTELLECTUAL PROPERTY RIGHTS

All Intellectual Property Rights related to the Project (Activities) will belong to the Recipient Agency. UNHCR and, if applicable, the relevant programme Government, will enjoy a perpetual, royalty-free, non-exclusive and non-transferable license.

G. CORRESPONDENCE

All correspondence regarding the implementation of this Agreement will be addressed to:

UNHCR

[Contributing Agency: Name of duly authorized person on behalf of UNHCR]	Name:	Subair Ibrahim
	Address:	Amman - Jordan
	Email:	IBRAHIM@unhcr.org
[Recipient Agency: Name of duly authorized person on behalf of the Recipient Agency]	Name:	Michael Moroz
	Address:	Amman - Jordan
	Email:	michael.moroz@undp.org

H. AMENDMENTS

The present Agreement, including its Annexes, may be modified or amended only by written agreement between the two Agencies.

I. COMPLETION OF THE PROJECT (ACTIVITIES)

The Recipient Agency will notify UNHCR when all activities have been completed.

The Recipient Agency will continue to hold any part of the Contribution that is unutilized at completion of the Project (Activities) until all commitments and liabilities incurred in the carrying out of the Project (Activities) have been satisfied and all arrangements associated with the Project (Activities) under this Agreement have been brought to an orderly conclusion.

J. TERMINATION OF THIS AGREEMENT

This Agreement will terminate upon satisfaction of all commitments and liabilities incurred in carrying out the Project (Activities) and the orderly conclusion of all arrangements associated with the Project (Activities).

This Agreement may be terminated by either Agency at any time by written notice to the other. Termination will be effective thirty (30) days after receipt of the notice. In the event of termination under this paragraph, the Parties will cooperate to ensure completion of the Project (Activities), satisfaction of all commitments and liabilities, and the orderly conclusion of all arrangements associated with the Project (Activities).

K. REFUNDS OF UNSPENT BALANCES

Upon completion of the Project (Activities) or upon termination of this Agreement and following the submission of the final financial report, any unspent balance from the Contribution will be returned to UNHCR.

L. OTHER PROVISIONS (as applicable)

Other additional provisions as agreed by the Parties, as described below or affixed as Annex(es).

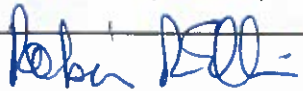

M. SETTLEMENT OF DISPUTES

The two agencies will use their best efforts to promptly settle through direct negotiations any dispute, controversy or claim arising out of or in connection with this Agreement or any breach thereof. Any such dispute, controversy or claim which is not settled within sixty (60) days from the date either party has notified the other party of the nature of the dispute, controversy or claim and of the measures which should be taken to rectify it, will be resolved through consultation between the Executive Heads of each of the Agencies.

N. ENTRY INTO FORCE AND VALIDITY

This Agreement will enter into force upon its signature by the authorized representatives of the Parties and remain in force until Completion Date as stated in Article A or terminated in accordance with Article J above.

IN WITNESS WHEREOF, the undersigned, being duly authorized thereto, have signed the present Agreement in duplicate.

	On behalf of (UNHCR):	On behalf of (UNITED NATIONS DEVELOPMENT PROGRAMME):
Signature:		
Name:	ELLIS, Ms. Robin	Abdelshafi, Mr. Khaled
Title:	Deputy Director	Director, Reg. Hub for Arab States
Date:	29 May 2017	
Place:	MENA BUREAU DIRECTOR'S OFFICE IN AMMAN	AMMAN-JORDAN

PROJECT DESCRIPTION

Project title:	<i>Support to UNHCR-UNDP Joint Secretariat</i>
Budget Year:	2017
Situation(s):	1321 – Syria situation response
Operation:	SRRCO ABC
Population Planning Group(s):	5XXND - All PoC affected by the Syria Situation
Goal(s):	PR- Advocacy for protection and Solution
Cost Centre(s):	32062
Partner Code:	7000019 - UNITED NATIONS DEVELOPMENT PROGRAMME
Project Implementation Period:	01 Jun – 31 Dec 2017

1.0 PROJECT OVERVIEW

1.1 Project Statement

The conflict in Syria and the situation in Iraq has led to massive internal and external displacement and worsened existing vulnerabilities in an already-pressured sub-region. It has also challenged the way the international community collectively responds to crises, as the ongoing conflicts not only aggravate the humanitarian situation in Syria and neighboring countries but also compromise the development prospects of present and future generations.

A major milestone was the launch of the Regional Refugee and Resilience Plan (3RP). Though it represents a collective effort from the international community, NGOs and UN agencies, UNHCR and UNDP has a leading role in co-chairing this initiative in an unprecedented UN integrated response for countries affected by the crisis. Responding to these challenges has driven a strategic shift towards an innovative approach that coherently brings together humanitarian and development interventions for a sustainable, nationally-led and resilience-based response to the Syria crisis.

The UNHCR-UNDP Joint Secretariat has been uniquely positioned to provide the capacity to deliver on these functions. It is the primary architecture articulated in the UNHCR/UNDP Regional MoU, renewed in November of 2016¹ for two years for interagency collaboration, has a clear and focused mandate on knowledge collection, gap analysis and country support, as well as a capacity to scale up to meet the challenges in 3RP implementation. The JS has been building on the groundwork laid by the 3RP through coordination, reporting, and interagency and government interaction, and will be scaling up the cooperation model to continue to fill knowledge gaps and bring innovation to the forefront of the response.

1.2 Operational Context

As the situation in the region has reached protracted refugee crisis, a more sustainable approach, utilizing the comparative advantages of UNHCR and UNDP, is required to meet the identified needs and vulnerabilities of both refugees, host communities as well as national, sub-national and local institutions. The partnership continues to evolve, taking into account the protracted crisis, but also evolving response from host governments and international partners.

New Way of Working – AS outcomes of the most recent World Humanitarian Summit and the Commitment to Action endorsed by UNHCR and UNDP principals has clearly stated, the UN system must meet peoples' immediate humanitarian needs while at the same time reducing risk and vulnerability. This "new way of

¹ UNHCR – UNDP Regional MoU signing and renewal event – Resilience Development Forum, November 2015, <https://www.youtube.com/watch?v=dfAmkzXs3m4>

working” bringing both the broader humanitarian and development communities together to work over the medium and longer term, including achieving pooled and combined data, analysis and information; better joined up planning and programming processes; effective leadership for collective outcomes; and pursuing financing modalities to support collective outcomes². The UNHCR-UNDP Joint Secretariat has been at the forefront of defining this cooperation modality, and has been a pioneer in creating new ways of working to achieve the paradigm shift of crisis response in protracted context. With recent collaborative exercises on knowledge generation around innovative crisis response, and researching and designing new collective and joint partnership around livelihoods, operationally the Joint Secretariat has embodied this very approach, existing in and validating the humanitarian-development nexus, and continues to share knowledge to bring more effective leadership to the response – in collaboration and comparative advantages for better solutions.

A more robust livelihoods response – While the 3RP and JS networks have been bringing a wider partnership to the region, new vision needs to be coalesced on how to deliver on the 1.1 million jobs for the region by 2018, as elaborated in the Supporting Syrians London Conference targets. While the work of both UNHCR and UNDP has built a strong background and case for more collaboration regionally as well as nationally, ultimately it is the Joint Secretariat, with its expanding knowledge base on livelihoods approaches, operational context as a collaborative instrument, and extensive partnership networks in both the UN system, NGOs, governments, and the private sector, has the capacity to take the next step in building the most appropriate and effective framework to deliver on livelihoods scaling up and expansion in the region.

Durable solutions for knowledge and innovation – As the 3RP and the previous work of the JS focus on finding durable solutions that will allow refugees to rebuild their lives, while continuing to respond to the needs of host communities. These solutions, such as building a larger network to deliver innovative and cost-effective solutions to crisis response programming, knowledge products and advocacy, as well as implementing learning events in coordination with country offices are first steps in a more sustainable response to the protracted crisis. While we continue to focus on the current state of protracted crisis, the JS is also challenged to work across 3RP and HRP partners to institutionalize this effort by supporting host governments and partners, while also preparing for the eventual scenario of peace and voluntary repatriation. These eventualities should remain an overarching strategy to all JS initiatives.

In concert with this vision, the UNHCR-UNDP JS will focus on the following 3 priority outputs in 2017 to support the successful implementation of the 3RP and to equip UNHCR and, UNDP, as the custodians of the refugee and resilience components of the 3RP for taking the next step to responding to a protracted crisis, including:

- 1. Advanced analysis of data from the crisis to implement new vision for the regional response; including advancing innovation programming, to scale up and connect globally and regionally, and knowledge sharing platforms that build on the knowledge hub role that the Joint Secretariat has created as well as a space for resource mobilization for innovation;*
- 2. Providing programming, knowledge support, and coordination mechanisms for the 3RP Planning and implementation, specifically improved M&E and financial tracking;*
- 3. Building on this knowledge and network base to bring new programming tools and enhanced technical support to country offices in context of the integrated response – including resilience programming, and implementing design on partnership frameworks for scaling up regional delivery on livelihoods;*

1.3 Problem(s), Objective(s) and Intended Impact

² World Humanitarian Summit: Commitment to Action: 2016.

<https://consultations.worldhumanitariansummit.org/bitcache/eaabf98b368db39cdc42e80f2857dcc6f92a167?vid=581027&disposition=inline&op=view>

To respond to the protracted crisis, the JS will use the convening power of both agencies and their responsibilities as the custodians of the refugee and resilience components of the 3RP, to drive data collection, to facilitate informed and evidence based response, identify gaps and generate knowledge, as well as ensure coordination and cross-fertilization of initiatives in the region.

The JS will maintain coherence with the UNHCR UNDP Regional MoU, while building on the particular niches and knowledge base developed in the two years of JS implementation, by adhering to the following MoU³ objectives:

- a) consolidate cooperation between the two organizations in addressing the complex challenges of securing stabilization, enhancing recovery, and restoring development in the most affected countries and communities across the region caused by the conflict and the mass displacement of refugees and IDPs;
- b) Exercise joint leadership for, and provide through, the Regional Refugee and Resilience Plan (3RP) initiative, an operational framework within which complementary humanitarian and resilience-based development interventions will be pursued by the two organizations throughout the displacement, stabilization/recovery and development/ solutions phases of the Syrian conflict;
- c) Help country offices address issues relating to programmatic linkages and complementarity so as to ensure coherence and effective coordination between refugee and IDP protection and resilience-building interventions.

2.0 POPULATION OF CONCERN/OTHER SUPPORTED ENTITIES

2.1 Project's Population of Concern

The population of concern is the host communities and refugees in the neighboring countries affected by the Syria crisis.

2.2 Demographic Data

Not Applicable

Population Planning Group:		<insert name of PPG. Ex. Afghan returnees in Afghanistan>				
Sub-group (if applicable):		<insert name of group relevant to data being captured. ex. Afghan returnees in Kandahar>				
Age Group	Male		Female		Total	
	in numbers	in %	in numbers	in %	in numbers	in %
0-4	0	0.0%	0	0.0%	0	0.0%
5-17	0	0.0%	0	0.0%	0	0.0%
18-59	0	0.0%	0	0.0%	0	0.0%
60 and >	0	0.0%	0	0.0%	0	0.0%
Total:	0	33.3%	0	66.6%	0	0.0%
Major Sites:		<insert names of major sites where population is located. ex. Tribaka, Helles>				

2.3 Other Supported Entities

Not applicable

³ UNDP UNHCR Regional MoU 2016-2018, http://www.arabstates.undp.org/content/dam/rbas/doc/SyriaResponse/MOU_UNDP_UNHCR_Regional_Cooperation_Syria_Iraq.pdf

3.0 IMPLEMENTATION ARRANGEMENTS

3.1 Implementation

The Joint Secretariat will continue to maintain the role supporting 3RP coordination and advocacy around knowledge products, workshops and events, and other related 3RP outputs. This unique role provides an engine for multi-partner coordination, and evidence for informed decision-making.

The below table is therefore divided into three modules, aligned to the Regional MoU, and building on the previous work of the Joint Secretariat:

- 1. **Knowledge & Innovation Hub** - Cooperation and coordination is strengthened by the collection, generation, and analysis of data from the crisis by building evidence for strategic policy and address knowledge gaps, through knowledge products, research and implementation of the innovation knowledge sharing platform [i4C];*
- 2. **3RP Coordination and Support** - 3RP is fully coordinated and mechanisms are functional to support the Regional Steering Committee with coordination and advise the Regional Technical Committee;*
- 3. **Country Office Support** - Country-level technical and knowledge support is strengthened by Joint Secretariat knowledge generation and implementation and innovation tools.*

3.2 Risk Management

This section is optional.

3.2 Coordination

The Joint Secretariat will be steered under the overall leadership of a Steering Committee (SC), which will be established and composed of the UNDP Sub-Regional Development Coordinator and the UNHCR Regional Director; both can delegate their authority to the appropriate staff in their office. The Steering Committee will meet at least on a quarterly basis and provides strategic guidance and oversight as well as approve amendments to the Joint Secretariat work-plan and budget. The SC makes decisions by consensus.

UNHCR and UNDP will coordinate with respect to programming, technical design and financial allocations so as to ensure complementarity and synergies between humanitarian and development actions. Regular meeting schedules and consultations at regional and field level will be established using existing 3RP governance arrangements.

With the support of the Joint Secretariat (JS), the Steering Committee will ensure to collect feedback from the JS main beneficiaries, namely UNDP and UNHCR Country Offices in the sub-region (Lebanon, Jordan, Syria, Egypt, Iraq and Turkey) and the 3RP governance mechanisms (3RP Steering Committee and 3RP Technical Committee). It will also be encouraged to regularly meet to plan and review country-level strategies to address humanitarian needs and resilience approaches to mitigate the impact of the Syrian conflict in the region.

3.3 Review and Reporting

UNDP is committed to monitoring and evaluating the project implementation and dynamics to ensure that outputs, outcomes and objectives are achieved within the designated time frame. Within this context, UNDP will ensure that all implementation challenges are addressed and resolved adequately and in a timely manner by the concerned parties, to the extent possible.

Day to day monitoring of implementation progress will be the responsibility of the UNDP Sub-Regional Response Facility who will inform the Steering Committee of any delays or difficulties faced during implementation so that the appropriate support or corrective measure can be adopted in a timely and remedial fashion.

UNHCR will likewise monitor this agreement, and agrees to attend the quarterly Steering Committee meetings as well as hold regular technical, working level meetings.

On a quarterly basis, a project progress reports (PPR) will be submitted to the Steering Committee. UNDP will submit financial and narrative report as below:

- *By 10 October for the period ending 30 September (financial);*
- *By 20 December for the period ending 31 December (financial)*
- *By 15 February final report for the period ending 31 December (financial and narrative);*
- *By 30 June 2018, financial report of closed / audited accounts for 2017*

3.4 Visibility

Joint Secretariat (UNHCR and UNDP) visibility will be present in all forms of publications, sites, workshops and any other forms dissemination, unless decided otherwise by the Steering Committee. UNDP will ensure that proper visibility is accorded to UNHCR in respect to assistance and services made possible by UNHCR funds. Joint branding and approval process will be coordinated through the respective agency representatives based on each document to be published.

3.5 Other

Not applicable.

4.0 RELATED INPUTS AND PROJECTS

4.1 Partner

UNDP will provide in-kind contribution to the UNDP-UNHCR Joint Secretariat as following:

- *UNDP will host the Joint Secretariat and provide in kind-contribution that includes: Rent; Security; Electricity, Water; Internet; General Maintenance and cleaning service. This in-kind contribution will be provided for a maximum of 2 core staff members.*
- *UNDP will provide the adequate time, programmatic support and expertise from the staff of the UNDP Sub-regional Response Facility, including access to a network of policy experts across disciplines based in Amman, with global reach.*
- *UNDP will cost share on the core 2 positions for the Joint Secretariat [Chief operating officer and Administrative and Operations Assistant;]*
- *UNDP will resource and implement the areas of work defined in the preliminary workplan as UNDP-funded.*

4.2 Other Parties

The JS is amendable to additional resources and inputs from 3RP partner agencies and organizations on a case-by-case contribution to specific deliverables or initiatives that are reflected in the agreed workplan, and through discussion and agreement between UNHCR and UNDP JS Steering Committee.

5.0 AGREEMENT AMENDMENT HISTORY

No amendments at this time.

6.0 PLANNED RESULTS

Results Chain	
Population Planning Group:	<i>All Populations of Concern affected by Syria Situation</i>
Goal:	<i>Advocacy for protection and solutions</i>
Rights Group:	<i>Headquarters and Regional Support</i>
Objective Name:	<i>Inter-agency & strategic partnerships strengthened (920)</i>

Agreed Output(s) 920AI: Operational partnership clusters designed, guided and supported	Site/Location	Performance Indicator(s)	Performance Target(s)	Budget Target
Output(s) Name <i>Operational partnership clusters designed, guided and supported (920AI)</i>	<i>Egypt, Iraq, Jordan, Lebanon, Syria and Turkey</i>	Performance Indicator(s) <i>(a) The UNHCR and UNDP crisis response is more coordinated (Yes/No)</i> <i>(b) # of country offices receiving knowledge, technical, or programming support</i>	Performance Target(s) <i>The response coordination is more robust and coordinated through the production of knowledge and country support through events (1 launch, 1 3RP retreat), knowledge products (2), workshops/learning sessions (planned 2-3) implemented</i>	Budget Target <i>USD \$ 207,907.56</i>

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Agreement Symbol: <JORMN/2017/0000000040/000>

Project Description: Annex A

<p>1. Cooperation and coordination is strengthened by the collection, generation, and analysis of data from the crisis by building evidence for strategic policy and address knowledge gaps, through knowledge products, research and implementation of the innovation knowledge sharing platform [I4C]</p>	<p>a.) UNHCR-UNDP Joint Secretariat Compendium II Launch - Engaging Private Sector Dialogue - bringing CSO, UN and other actors together with public sector on moving innovation into a cost-effective and technological efficient response b.) I4C [Innovation4Crisis] event series: sharing the expertise of UNHCR and UNDP, as well as other 3RP partners that have work streams in innovation in the sub-region, - linked to processes in Geneva and with European and MENA innovation and private sector consortiums</p>	<p>Egypt, Iraq, Jordan, Lebanon, Syria and Turkey</p>	<p># of knowledge sharing or partnership opportunities generated by UNHCR-UNDP Joint Secretariat programmes, products, or events; # of country offices serviced by JS in knowledge</p>	<p>in the region All country offices covered by the 3RP (10 COs; 5 UNHCR, 5 UNDP) received knowledge, technical or programming support</p>	<p>3 knowledge sharing and/or partnership opportunities generated; At least 4 country offices serviced by JS in knowledge implementation;</p>
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<p>2. 3RP is fully coordinated and mechanisms are functional to support the Regional Steering Committee with coordination and advise the Regional Technical Committee on knowledge and support</p>	<p>a.) Advocacy and Communication for the 3RP - Production of Newsletter cycle, interaction and communication with Country Offices on Knowledge Products and Joint Secretariat Workshops; b.) 3RP Regional Directors' Retreat 2017 - the Operational Landscape and 3RP strategic planning for 2018-19 c.) 3RP Stock-taking Exercise - Looking back to take stock of achievements and challenges, and models for engagement around protracted crisis and "new way of working" in the humanitarian - development nexus d.) Monitoring and Evaluation Project for Improving 3RP Impact Reporting - enhancing the evidence-base for the positive impact of 3RP programmes over the past six years.</p>	<p>Egypt, Iraq, Jordan, Lebanon, Syria and Turkey</p>	<p>Improved operational resilience indicators by end of 2017 (Yes/No); # of countries delivering budget data to a regional system;</p>	<p>Operational resilience indicators by end of 2017; 5 countries delivering data</p>	
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Agreement Symbol: <JORMN/2017/0000000040/000>
Project Description: Annex A

<p>3. Country-level technical and knowledge support is strengthened by joint Secretariat knowledge generation and implementation and innovation tools</p>	<p>a.) Implementation of the 3RP Regional Livelihoods Initiative: Building evidence through research on integration of multi-partner platform including livelihoods and job support - joint programming workshops, partnership building and other areas of cross-fertilization on the regional and country level; b.) Analytical tools on knowledge generation & innovation</p>	<p><i>Egypt, Iraq, Jordan, Lebanon, Syria and Turkey</i></p>	<p># of UNDP and UNHCR Country offices serviced by JS products, toolkits, human resources and workshop/events</p>	<p>At least 3 country offices from each agency is serviced by JS products, events, etc.</p>	
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PROJECT WORK PLAN

Project title:	Support to UNHCR-UNDP Joint Secretariat
Budget Year:	2017
Situation(s):	1321 – Syria situation response
Operation:	SRRCO ABC
Population Planning Group(s):	5XXND - All PoC affected by the Syria Situation
Goal(s):	PR- Advocacy for protection and Solution
Cost Centre(s):	32062
Partner Code:	7000019 - UNITED NATIONS DEVELOPMENT PROGRAMME
Project Implementation Period:	01 Jun – 31 Dec 2017

Results Chain	
Population Planning Group:	All Populations of Concern affected by Syria Situation
Goal:	Advocacy for protection and solutions
Rights Group:	Headquarters and Regional Support

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Annex C-2: Indicative Installment Plan

Project title:	Support to UNHCR-UNDP Joint Secretariat
Budget Year:	2017
Situation(s):	1321-SYRIA SITUATION
Operation:	SRRCO ABC
PPG(s):	5XXXND-ALL POPULATIONS OF CONCERN AFFECTED BY SYRIA SITUATION
Goal(s):	PR-Advocacy for protection and solutions
Cost Centre(s):	32062
Partner Code:	7000019 - UNITED NATIONS DEVELOPMENT PROGRAMME
Planning Reporting Period:	01 Jun-31 Dec 2017

Version #: Indicative
Prepared: Waji SADAT
Date: 24/05/2017

Description	Account	Total Budget	Quarter 2			Quarter 3			Quarter 4					
			Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
OBJECTIVE: 920 Inter-agency and strategic partnerships strengthened														
Output: 920A4 Operational partnership clusters designed, guided and supported														
UNV/UN International Personnel Cost	622050	42,792.00	-	-	6,113	6,113	6,113	6,113	6,113	6,113	6,113	6,113	6,113	6,113
UNV/UN National Personnel Cost	622100	8,479.00	-	-	1,211	1,211	1,211	1,211	1,211	1,211	1,211	1,211	1,211	1,211
Printing / Publications	628100	11,936.00	-	-	8,000	-	-	-	-	-	-	3,936	-	-
Other Contractual Services	629200	45,000.00	-	-	25,000	-	-	-	-	-	-	20,000	-	-
Local Transport	639300	12,000.00	-	-	6,000	-	-	-	-	-	-	6,000	-	-
Stationary & Office Supplies	657100	7,300.00	-	-	5,300	-	-	-	-	-	-	2,000	-	-
UNV/UN Travel	665100	5,000.00	-	-	3,000	-	-	-	-	-	-	2,000	-	-
Seminars and Workshops	692100	60,000.00	-	-	50,000	-	-	-	-	-	-	10,000	-	-
Total for 920A4		192,507.00	-	-	104,624.43	7,324.43	7,324.43	7,324.43	7,324.43	51,260.43	7,324.43	7,324.43	7,324.43	7,324.43
International Partner - HQ Support Cost	611000	15,400.56	-	-	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200
GRAND TOTAL		207,907.56	-	-	106,824.51	9,524.51	9,524.51	9,524.51	9,524.51	53,460.51	9,524.51	9,524.51	9,524.51	9,524.51
			First Installment	135,398.03	Second/Last Installment	72,509.53								

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Project Title:	Support to UNHCR-UNDP Joint Secretariat
Budget Year:	2017
Situation(s):	1321 – Syria Situation Response
Operation:	SRRCO ABC
Population Planning Group(s):	SXXND- All POCs affected by Syria Situation
Goal(s):	PR- Advocacy for protection and solution
Cost Centre(s):	32062
Partner Code:	7000019 - UNITED NATIONS DEVELOPMENT PROGRAMME
Project Implementation Period:	01 Jun – 31 Dec 2017

Section 1- Planned (attached to PPA as Annex D)

	Position title	Name of incumbent	Full /part time engagement in the project (%)	Employment/engagement during project period: [date]... [date]	Monthly cost (in budget currency) USD	UNHCR contribution (amount and %)	Partner (UNDP) contribution (amount and %)
1	Chief Operating Officer	n/a	100%	1 June – 31 Dec 2017	\$12,226.28	50%	50%
2	Administrative Support Assistant	n/a	100%	1 June – 31 Dec 2017	\$2,422.62	50%	50%

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Section 2-Partner Personnel Report

Reporting Period:	<DD-MM-YYYY – DD-MM-YYY>
Date of Report:	<DD-MM-YYYY>

#	Position title	Name of incumbent	Full /part time engagement in the project (%)	Employment/engagement during project period: [date].... [date]	Monthly cost (in budget currency)	UNHCR contribution (amount and %)

Signed by the Authorized signatory on behalf of the partner

Signature _____
 Name _____
 Title _____
 Organization Name _____
 Date _____
 Place _____

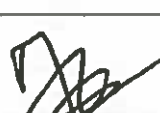



CLEARANCE SLIP FOR COST SHARING AGREEMENT



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CONTRIBUTION AGREEMENT BETWEEN UNHCR AND UNDP

Agreement/Trust Fund title:	Project Partnership Agreement Under a Programme of Office of the United Nations High Commissioner for Refugees
Project No:	
Project Title:	Support to the UNHCR-UNDP Joint Secretariat
Country Office/HQ Business unit:	Sub-regional Response Facility (Syria Crisis)
Regional Bureau:	Regional Bureau for Arab States
Donor:	UNHCR
Total amount of the Agreement:	207,907.56 \$ USD
Document Received on	
Reviewed by	
Consulted	
Comments/Additional information	
Cleared by:	  <hr/> Simon Hannaford Director, Legal Support Office
Date of clearance:	31/5/17
Cleared with conditions:	

BUDGET REPORT - ITEMISED DETAIL

Page No: 1
Run Date: 24/05/2017
Run Time: 13:15:16

Report ID: HEPMN03
Operation: SRRCO ABC (Master Version)
Budget Year: 2017 Pillar: 1 Implementer: 7000019
Cost Centre: 32062

Objective/Output Account	Item Description	Currency	Amount
Implementer: 7000019 UNITED NATIONS DEVELOPMENT PRO			
Situation: 1321 - Syria Situation Response PPG: 5XXND - ALL POC AFFECTED BY SYRIA SITU Goal: PR - Advocacy for protectn & solutn			
<u>920 - Inter-agency & Strat. Rlats.</u>			
<u>920AI - Ops part clust des, quid & sup</u>			
611000 Intl Partner-HQ Support Cost	1.00 at USD 15400.56; UNDP: General Management Support (8%).	USD	15,400.56
		Total for Account: 611000	USD 15,400.56
622050 UNV/UN Int'l Personnel Cost	7.00 Months at USD 6113.14; UNDP: Chief Operating Officer.	USD	42,792.00
		Total for Account: 622050	USD 42,792.00
622100 UNV/UN Nat'l Personnel Cost	7.00 Months at USD 1211.29; UNDP: Adminstrative and Operations Assistant.	USD	8,479.00
		Total for Account: 622100	USD 8,479.00
628100 Printing / Publications	1.00 at USD 4000.00; UNDP: Project printing costs. 1.00 at USD 7936.00; UNDP: Printing of knowledge products (studies, workshop materials & brochures, etc.).	USD	4,000.00
		Total for Account: 628100	USD 11,936.00
629200 Other Contractual Services	1.00 at USD 25000.00; UNDP: Implementation of the 3RP Regional Livelihoods Initiative. 1.00 at USD 20000.00; UNDP: Monitoring and Evaluation Project for Improving 3RP Impact Reporting.	USD	25,000.00
		Total for Account: 629200	USD 45,000.00
639300 Local Transport-Taxi, Car Rent	1.00 at USD 12000.00; UNDP: Transportation Cost (Car, Driver, and Fuel).	USD	12,000.00
		Total for Account: 639300	USD 12,000.00
657100 Stationary & Office Supplies	1.00 at USD 7300.00; UNDP: Stationary and office supplies.	USD	7,300.00
		Total for Account: 657100	USD 7,300.00
665100 UNV/UN Travel	1.00 at USD 5000.00; UNDP: Programmatic support missions (Travel + DSA).	USD	5,000.00
		Total for Account: 665100	USD 5,000.00
692100 Seminars and Workshops	1.00 at USD 50000.00; UNDP: UNHCR-UNDP Joint Secretariat Compendium Launch. 1.00 at USD 10000.00; UNDP: 3RP Regional Directors' Retreat 2017.	USD	50,000.00
		Total for Account: 692100	USD 10,000.00
		Total for Output: 920AI	USD 207,907.56
		Total for Objective: 920	USD 207,907.56
		Total for Goal: PR	USD 207,907.56
		Total for PPG: 5XXND	USD 207,907.56
		Total for Situation: 1321	USD 207,907.56
		Total for Implementer: 7000019	USD 207,907.56
		Grand Total for Budget Centre: 32062	USD 207,907.56

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The first part of the document discusses the importance of maintaining accurate records. It highlights the need for consistency and the potential consequences of errors. The text is organized into several paragraphs, each focusing on a different aspect of record-keeping. The second part of the document provides a detailed overview of the current state of affairs. It includes a list of key findings and a summary of the overall situation. The final part of the document offers recommendations and conclusions based on the information presented. The document is intended to provide a clear and concise overview of the subject matter.

The following table provides a summary of the data collected during the study. The table is organized into columns representing different categories and rows representing individual data points. The data shows a clear trend over time, with a significant increase in the number of cases reported in the latter half of the study period. The overall findings suggest that the current situation is more complex than initially thought, and further research is needed to fully understand the underlying causes and potential solutions.



RBAS - Sub-Regional Response Facility

2 November 2017 *Empowered lives.
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To whom it may concern:

As agreed to by the two signatory parties to the Third-Party Cost-Sharing Agreement between the Government of Denmark and the United Nations Development Programme concerning the RDPP/UNDP Project, "*Development of evidence-based policy options and frameworks for the accommodation of refugees in countries affected by the Syria crisis*" project, please kindly transfer the second tranche agreed after 10 months into implementation of the project, DKK 3,914,864.40, to the UNDP Contribution Account (please see information below.)

Please inform UNDP when the contribution is paid via an e-mail message with remittance information to contributions@undp.org, copy to nada.bouari@undp.org, providing the following information: donor's name, UNDP Sub-regional Response Facility to the Syria crisis (Amman, Jordan). Please be sure to share the bank remittance information also with the SRF (michael.moroz@undp.org) when funds are remitted to UNDP to aid in the budgeting process.

UNDP Contributions Account
3996034445
DK0830003996034445

SWIFT: DABADKKK
Bank code: 00018
Account code: 1002

DANSKE BANK (DENMARK)
Holmens Kanal 2-12 1092 Copenhagen K.
Denmark.

Yours sincerely,

Khaled Abdel Shafi
Director
Regional Hub
UNDP Regional Bureau of Arab States

