

**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 / 2018 / 0000000057 / 000

Liquidation Date: 31-01-2019 (as applicable)

Project (Activities) Basic Data:

***Budget Year:** 2018

***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:** 700019 UNITED NATIONS DEVELOPMENT
PROGRAMME

A. SUMMARY OF PROJECT (ACTIVITIES)

Title of the Project (Activities)	UNHCR-UNDP Joint Secretariat
Effective Start Date	01-08-2018
Planned Date of Completion	31-12-2018

Location/Office	JORMN / UNHCR Director's Office Amman
Contribution	150,000.00 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	Support the UN response to the dynamic situations in the sub-region is more robust, coordinated and supported by evidence-based research, knowledge sharing, and country support. Maximizing the humanitarian and development response.

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 150,000.00 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	138,889.12	138,889.12
Indirect support costs/ cost recovery/overhead cost (as applicable)	USD	11,110.88	11,110.88
Grand Total	USD		150,000.00

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 policy, 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

UNDP will submit Project Financial Report and Project Performance narrative report by 15 February 2019 for the period ending 31 December 2018.

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

Project Financial Report
Project Performance Narrative Report

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		
01-08-2018	31-12-2018	First & final instalment	USD	150,000.00

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:

<p>[Contributing Agency: Name of duly authorized person on behalf of UNHCR]</p>	<p>Name: Wali Sadat Address: Amman - Jordan Email: sadat@unhcr.org</p>
<p>[Recipient Agency: Name of duly authorized person on behalf of the Recipient Agency]</p>	<p>Name: Michael Moroz  Address: Amman - Jordan Email: michael.moroz@undp.org</p>

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

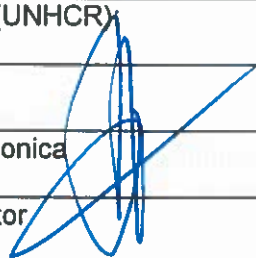
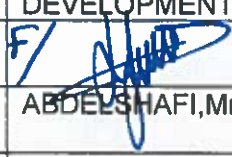
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The two agencies will use their best efforts to promptly settle through direct negotiations any dispute, controversy or claim arising out of or in connection with this Agreement or any breach thereof. Any such dispute, controversy or claim which is 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:	NORO, Ms. Monica	ABDELSHAFI, Mr. Khaled
Title:	Deputy Director	Director, Regional Hub in Amman
Date:		
Place:	AMMAN - JORDAN	AMMAN - JORDAN

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PROJECT DESCRIPTION

Project title:	UNHCR-UNDP Joint Secretariat
Budget Year:	2018
Situation(s):	1321 – Syria situation response
Operation:	SRRCO ABC
Population Planning Group(s):	All PoC affected by the Syria Operation
Goal(s):	PR- Advocacy for protection and Solution
Cost Centre(s):	32062
Partner Code:	7000019 - UNITED NATIONS DEVELOPMENT PROGRAMME
Project Implementation Period:	01 August 2018 – 31 December 2018

1.0 PROJECT OVERVIEW

1.1 Project Statement

The conflict in Syria and 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 situations in Syria and neighboring countries but also compromise the development prospects of present and future generations.

A major milestone in the response has been the Regional Refugee and Resilience Plan (3RP). Though it represents a collective effort from the international community and non-government organizations, UNHCR and UNDP have had a leading role in co-chairing the plan, in what signifies an unprecedented UN integrated response for countries affected by the crisis. Responding to these challenges has driven a strategic shift towards a more coherent approach that brings together humanitarian and development interventions for a sustainable, nationally-led and resilience-based response to the crisis.

The UNHCR-UNDP Joint Secretariat (JS) has been uniquely positioned to provide the capacity to deliver on these functions. The UNHCR-UNDP Regional Memorandum of Understanding, to be renewed in Q2-Q3 2018 for two years, has a clear and focused mandate on knowledge collection, gap analysis and country support to effectively address 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 crisis continues to be protracted, refugee and internally displaced crisis, an approach based on the Sustainable Development Goals (SDGs) principle of leaving no one behind, and that utilizes the comparative advantages of UNHCR and UNDP is required. This approach should meet the needs and vulnerabilities of both refugees and host communities, as well as national, sub-national and local institutions. It will contribute to addressing root causes of forced displacement while supporting refugees, internally displaced people (IDPs) and host communities to cope, recover and sustain their development gains. The UNHCR-UNDP partnership therefore continues to adapt, taking into account the evolution of the crisis and the response from host governments and international partners, while also constituting a consolidated regional example in line with global discourse on forced displacement and migration.

2018: A Milestone Year for the New Way of Working – In the 2016 New York Declaration for Refugees and Migrants, UN member states committed to move concrete steps towards the achievement of a Global Compact for Refugees - which includes the Comprehensive Refugee and Response Framework (CRRF) - and a Global Compact for Safe, Orderly, and Regular Migration in 2018. At the heart of both compacts there is the urgency of

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building stronger and more forward looking humanitarian and development responses. These should be focused on the resilience of refugees, migrants and host communities, effective in addressing root causes and proposing solutions, consistent with national development strategies, and capable of advancing the 2030 Agenda's principle of "leave no one behind". Central for the elaboration, the adoption, and the execution of these compacts is the establishment of a global framework of cooperation that provides inputs, defines goals, identifies partnerships, and proposes share responsibilities. However, as refugee and migrant movements often have significant regional dimensions, regional partnerships have a significant role in contributing to the development and application of such frameworks of action. In this regard, the UNHCR-UNDP Regional Joint Secretariat has constituted an effective example of a partnership capable of providing regional solutions to regional problems. While co-leading the coordination and operationalization of the 3RP, the UNHCR-UNDP has been working to develop innovative policy approaches and operational guidelines, as well as to consolidate and expand regional partnerships, with the goal of presenting concrete and adaptive solutions that address humanitarian, development and peace needs in the region.

Current international refugee responses require new ways of working, and the 3RP serves as an innovative model for replication in other crisis contexts, as outlined by the United Nations High Commissioner for Refugees and the Administrator of United Nations Development Programme in their joint letter of 20 October 2017.

Solutions for New Scenarios – Considering the ongoing developments of the regional crisis and the possible future scenarios, which include a rising pressure on refugees and communities' members in hosting countries, the increasingly debated opportunities to repopulate the Syrian areas previously inaccessible due to the war, and on the general decline of the migration from Syria, the UNHCR-UNDP Joint Secretariat has increasingly focused on the identification of new solutions to emerging scenarios in the sub-region. These solutions must draw from analysis conducted at a sub-regional level, built upon a strengthened collaboration at the level of the organizations' country offices, and they must address a broadened spectrum of gaps/needs whose identification is grounded in more effective data and information/knowledge management, policy-oriented research, planning, and advocacy through dedicated platforms. In particular, the current operational context demands a renewed focus on the resilience capacities of Syrian refugees, of the hosting communities' members and of local and national institutions in host countries, as well as to lay the preparedness foundations for potential returns' and reintegration into Syria.

Social Protection – UNHCR-UNDP Joint Secretariat will continue to share knowledge, think, and work together on the development of effective and inclusive social protection systems in the Arab region, as a key pathway for reducing vulnerabilities and building resilience to shocks and stresses, reducing poverty and achieving the SDGs. Acknowledging the work that UN country offices are conducting in social protection programming across the region, the partnership will seek to build evidence and provide data, resources and support to aspects of the 3RP that address the social protection needs of Syrian displaced populations and vulnerable host communities.

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;

¹ As of the date of publication, the present conditions are not conducive for voluntary repatriation in safety and dignity.



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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

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 MoU² objectives:

- a) Consolidate cooperation between the two organizations in addressing the complex challenges of addressing emergency needs, enhancing resilience, promoting recovery, promoting durable solutions and restoring development momentum 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 through the displacement, recovery and development/solutions phases of the Syrian conflict;
- c) Support 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	30	60.0%	80	80.0%	110	73.3%
18-59	20	40.0%	20	20.0%	40	26.7%

² UNDP UNHCR Regional MoU 2016-2018,

http://www.arabstates.undp.org/content/dam/rbas/doc/SyriaResponse/MOU_UNDP_UNHCR_Regional_Cooperation_Syria_Iraq.pdf



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Major Sites: <insert names of major sites where population is located, ex. Tribaka, Helles>						
60 and >	0	0.0%	0	0.0%	0	0.0%
Total:	50	33.3%	100	66.6%	150	100%

2.3 Other Supported Entities
Not applicable

3.0 IMPLEMENTATION ARRANGEMENTS

3.1 Implementation

The Joint Secretariat will continue to maintain the role supporting ERP coordination and advocacy around knowledge products, workshops and events, and other related ERP 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:

- a) **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 and research;
- b) **ERP Coordination and Support** - ERP is fully coordinated and mechanisms are functional to support the Regional Steering Committee with coordination and advise the Regional Technical Committee;
- c) **Country Office Support** - Country-level technical and knowledge support is strengthened by Joint Secretariat knowledge generation and implementation tools.

3.2 Risk Management
This section is optional.

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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.

UNDP will submit Project Financial Report and Project Performance narrative report by 15 February 2019 for the period ending 31 December 2018.

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:

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- 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, Monitoring and Evaluation 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.

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6.0 PLANNED RESULTS

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		
Objective Name:	Inter-agency & strategic partnerships strengthened (920)		

Agreed Output(s)					
Output(s) Name	Brief description of the Output	Site/Location	Performance Indicator(s)	Performance Target(s)	Budget Target
<i>Operational partnership clusters designed, guided and supported (920A1)</i>	<i>Support the UN response to the dynamic situations in the sub-region is more robust, coordinated and supported by evidence-based research, knowledge sharing, and country support. Maximizing the humanitarian and development response.</i>	<i>Egypt, Iraq, Jordan, Lebanon, Syria and Turkey</i>	<i>(a) The UNHCR and UNDP crisis response is more coordinated (b) # of country offices receiving knowledge, technical, or programming support</i>	<i>3 knowledge sharing and/or partnership opportunities generated; At least 4 country</i>	
<i>1. Cooperation and coordination is strengthened by the collection, generation, and analysis of data from the crisis by building evidence for</i>	<i>Implementation of the World Humanitarian Summit Grand Bargain; Humanitarian-Development Nexus examples and Best Practices from the 3RP Response – Joint Programming, Planning, and Policy. Literature</i>	<i>Egypt, Iraq, Jordan, Lebanon, Syria and Turkey</i>	<i># of knowledge products disseminated to 3RP partners; # of knowledge sharing or</i>		

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<p>strategic policy and address knowledge gaps, through knowledge products, and research.</p>	<p>review, research and interviews, and report development/dissemination</p>	<p>Egypt, Iraq, Jordan, Lebanon, Syria and Turkey</p>	<p>partnership opportunities generated by UNHCR-UNDP Joint Secretariat programmes, products, or events; # of country offices serviced by JS in knowledge implementation</p>	<p>offices serviced by JS in knowledge implementation;</p>	
<p>2. RRP 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 RRP - Production of Newsletter cycle, interaction and communication with Country Offices on Knowledge Products and Joint Secretariat Workshops; b.) RRP Regional Directors' Retreat 2018 – Global Learning for Protracted Crisis – working across regions to bring better outcomes to the Response Plans c.) RRP Guidance Note – sharing models for engagement around</p>		<p>RRP achieves strategic objectives (7); # of countries delivering budget data to the regional system</p>	<p>Operational resilience indicators by end of 2017; 5 countries delivering data</p>	

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	<p>protracted crisis and “new ways of working” in the humanitarian – development nexus d.) Improvement of 3RP Financial Tracking; Monitoring and Evaluation workshop for improving 3RP reporting mechanisms – reporting against global milestones, tracking resilience, and alignment with government tracking systems</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>	
<p>3. Country-level technical and knowledge support is strengthened by Joint Secretariat knowledge generation and implementation and innovation tools</p>	<p>a.) 3RP Joint Mapping – Social Inclusion and National Systems – Analysis and Report b.) Scenario Building and Analysis – Improving data and planning preparation through research of possible outcomes and scenarios at request of 3RP Regional Steering Committee</p>	<p>Egypt, Iraq, Jordan, Lebanon, Syria and Turkey</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

Budget Year:	2018
Situation(s):	1321-Syria Situation Response
Operation:	SRRCO ABC
Population Planning Group(s):	5XXND-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 August 2018 – 31 December 2018

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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Objective: Inter-agency & strategic partnerships strengthened (920)													
Output: Operational partnership clusters designed, guided and supported (920A1)													
Activity	Site (Optional)	Start and End Date of Activity											
		Quarter 1				Quarter 2				Quarter 3		Quarter 4	
		J	F	M	A	M	J	J	A	S	O	N	D
1a.) Implementation of the World Humanitarian Summit Grand Bargain; Humanitarian-Development Nexus examples and Best Practices from the 3RP Response – Joint Programming, Planning, and Policy. Literature review, research and interviews, and report development/dissemination.												X	
2a.) Advocacy and Communication for the 3RP - Production of Newsletter cycle, interaction and communication with Country Offices on Knowledge Products and Joint Secretariat Workshops;												X	X
2b.) 3RP Regional Directors' Retreat 2018 – Global Learning for Protracted Crisis – working across regions to bring better outcomes to the Response Plans.												X	
2c.) 3RP Guidance Note – sharing models for engagement around protracted crisis and “new ways of working” in the humanitarian-development nexus.												X	X
2d.) Improvement of 3RP Financial Tracking; Monitoring and Evaluation workshop for improving 3RP reporting mechanisms – reporting against global milestones, tracking resilience, and alignment with government tracking systems.												X	X

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3a.) 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;						X	X		X
3b.) Analytical tools on knowledge generation & innovation						X	X		X
Partner Personnel supported						X	X	X	X
Partner supported with office facilities						X	X	X	X
Partner Utilities provided						X	X	X	X
Project good and property maintenance						X		X	

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BUDGET REPORT - ITEMISED DETAIL

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Run Date: 11/07/2018
Run Time: 10:32:13

Report ID: HEPMN03
Operation: SRRCO ABC (Master Version)
Budget Year: 2018 Pillar: Pillar 1 - Refugee Programme
Cost Centre: 32062 Implementer: 7000019

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 protection & solution			
<u>911 - Global Strategic Dir. & Mgmt.</u>			
<u>911AW - Progs optim in res to needs</u>			
611000 Intl Partner-HQ Support Cost	1.00 at USD 11110.88; UNDP General Mgmt Support (8%)	USD	11,110.88
		Total for Account: 611000	USD 11,110.88
622050 UN Volunteers (UNV) - Internat	1.00 at USD 33933.34; Chief Operating Officer	USD	33,933.34
	1.00 at USD 19250.00; M&E and Financial Tracking Specialist	USD	19,250.00
		Total for Account: 622050	USD 53,183.34
622100 UN Volunteers (UNV) - National	1.00 at USD 3857.71; Administrative and Operations Assistant	USD	3,857.71
		Total for Account: 622100	USD 3,857.71
625650 Reports, Specialized Services	1.00 at USD 7500.00; Improvement of 3RP Financial Tracking	USD	7,500.00
	1.00 at USD 7000.00; Advocacy and Communication for the 3RP	USD	7,000.00
	1.00 at USD 7500.00; 3RP Guidance Note	USD	7,500.00
		Total for Account: 625650	USD 22,000.00
628100 Printing / Publications	1.00 at USD 1348.07; Printing of knowledge products	USD	1,348.07
	1.00 at USD 1000.00; Other project printing cost	USD	1,000.00
		Total for Account: 628100	USD 2,348.07
629200 Other Contractual Services	1.00 at USD 50000.00; 3RP Joint Mapping event	USD	50,000.00
	1.00 at USD 1500.00; 3RP Regional Directors' Retreat 2018 event	USD	1,500.00
		Total for Account: 629200	USD 51,500.00
639300 Local Transport-Taxi, Car Rent fuel)	1.00 at USD 3500.00; Transportation Cost (car, driver & fuel)	USD	3,500.00
		Total for Account: 639300	USD 3,500.00
657100 Stationery Office Supplies	1.00 at USD 1000.00; Stationary and office supplies + other misc costs	USD	1,000.00
		Total for Account: 657100	USD 1,000.00
665100 UNV/UN Travel	1.00 at USD 1500.00; Programmatic support missions (travel + DSA)	USD	1,500.00
		Total for Account: 665100	USD 1,500.00
		Total for Output: 911AW	USD 150,000.00
		Total for Objective: 911	USD 150,000.00
		Total for Goal: PR	USD 150,000.00
		Total for PPG: 5XXND	USD 150,000.00
		Total for Situation: 1321	USD 150,000.00
		Total for Implementer: 7000019	USD 150,000.00
Grand Total for Budget Centre: 32062		USD	150,000.00

Partner Logo or
Stamp

Agreement Symbol: JORMN/2018/0000000057/000
Partner Personnel List/Report: Annex D

Budget Year:	2018
Situation(s):	1321-Syria Situation Response
Operation:	SRRCO ABC
Population Planning Group(s):	5XXND-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 August 2018 -- 31 December 2018

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) JOD	UNHCR contribution (amount and %)	Partner (UNDP) contribution (amount and %)
1	Chief Operating Officer	n/a	100%	1 August -- 31 Dec 2018	13,573 USD	50%	50%
2	Administrative Support Assistant	n/a	100%	1 August -- 31 Dec 2018	1,543 USD	50%	50%
3	M&E and Financial Tracking Specialist	n/a	100%	1 August -- 31 Dec 2018	7,700 USD	50%	50%



Partner Logo or
Stamp

Agreement Symbol: JORMN/2018/0000000057/000
 Partner Personnel List/Report: Annex D

Section 2-Partner Personnel Report

Reporting Period:	01/08/2018 -- 31/12/2018
Date of Report:	

#	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 _____



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