

COVER PAGE

Country: Republic of Moldova

UNDAF Outcome(s):	By 2011, Public Institutions with the support of Civil Society Organizations are better able to ensure good governance, rule of law and equal access to justice and promotion of human rights.
Expected CP Outcome(s):	Management of environment and natural resources is improved in compliance with international/EU standards
Expected Output(s):	Environmental protection and sustainable use of natural resources is improved
Implementing partner:	UNDP
Responsible parties:	Government, Civil Society Organisations, Other Donors (potentially)

This project aims at contributing to regional and global environmental benefits achievement through active action for environmental protection and sustainable use of natural resources in the Republic of Moldova. Top-down and bottom-up initiatives will be supported through: a) assistance to the Government relevant bodies, and b) support to non-governmental organizations under a Small Grant Scheme.

The project will lead to:

- adoption of policies and measures of main environmental and development concern – including, but not limited to legislation approximated with the *acquis communautaire* in key environmental sectors;
- strengthened technical and administrative capacity for the implementation of international environmental commitments;
- implementation of most stringent policies and measures on access to information, public participation and education on sustainable development;
- NGO/CBO grants for local communities initiatives that aim at solving local environmental issues with potential regional/global impacts and socio-economic benefits for the communities.

Programme Period: 2007 - 2011
Programme Component: 3. Managing Energy and Environment for Sustainable Development
Project Title: Support to Environmental Protection and Sustainable Use of Natural Resources
Project ID: 00058882
Project Duration: 2007 - 2011
Implementation Modality: DEX

Total Budget	\$ 1,417,000
Allocated resources:	\$ 200,000
• Government	_____
• Regular	\$ 200,000
• Other:	_____
○ Donor	_____
○ Donor	_____
• In kind contributions	_____
Unfunded budget:	\$ 1,217,000

Agreed by (UNDP): _____

UNDP Resident Representative

1. SITUATION ANALYSIS

The Republic of Moldova aims to adopt international standards in the area of environmental protection and the sustainable use of its natural resources, which reflects the country's European Union (EU) aspirations. Starting 2007 Moldova became an EU neighbour, benefiting from the EU Neighbourhood Policy. Under this instrument, EU financial assistance for Moldova will be available to support the implementation of the EU-Moldova Action Plan that highlights the following priorities on environment:

- Take steps to ensure that conditions for good environmental governance are set and start implementing them;
- Take active action for prevention of deterioration of the environment, protection of human health, and achievement of rational use of natural resources, in line with the commitments of the Johannesburg Summit;
- Enhance co-operation on environmental issues;
- Promotion of sustainable development;
- Progress on energy efficiency and the use of renewable energy sources.

61% of the population live in the countryside and they heavily rely on subsistence production. The 2006 National Human Development Report for the Republic of Moldova concludes that the quality of the economic growth and the chances of reducing poverty will depend crucially on the evolution of the agricultural sector.

Soil erosion represents an important issue in Moldova. The intensive exploitation of agricultural land and the use of ecologically harmful technologies have led to a destructive impact on soil. The green protection belts have shrunk as a result of land privatization and consolidation and pasture is overgrazed.

Water pollution is among Moldova's utmost environment-related concerns. While rivers Nistru and Prut are moderately polluted, water in small rivers is intensely polluted. The wastewater discharged from residential or industrial areas is a major surface waters pollution contributor, as most treatment plants are not functional. The majority of underground water does not meet the quality standards and requirements for potable water, making drinking water a serious problem in the rural areas.

The inappropriate waste management generates soil and water contamination. Most of the rural settlements and small towns do not have legal waste disposal sites; consequently, a significant part of domestic households and industrial waste is dumped illegally on roadsides, riverbanks, and ravines. The existing waste platforms lack isolation and protection systems and waste is partly deposited outside the admitted limits.

During the last 15 years, the majority of the warehouses that stored pesticides (including POPs) was dissembled or deteriorated, leading to serious health and environment risk. With national and international funds the Government took action and started a process of centralized collection and storage of pesticides, followed by their elimination.

The decline of industrial activities reduced the energy demand, leading – together with the replacement of solid and liquid fuels by natural gas – to lower emissions, including greenhouse gases (GHG) emissions. Moldova is a non-Annex I of the UNFCCC and therefore it has no obligations to reduce the GHG emissions. However, country's energy and sustainable

development strategies aim at increasing the energy efficiency and conservation and at introduction of renewable energy resources in a share of approx. 10% of the total energy consumption.

Flora and fauna are rich, with species included in the Red Book of the Republic of Moldova and in the European Red Book. According to the requirements of the UN Convention on Biological Diversity, a system of natural areas protected by state was set up, mostly consisting of landscape reserves and scientific reserves. The area of protected natural areas in Moldova is much smaller than in other European countries. The reduced share of protected areas in the total territory and their scattered occurrence throughout the territory do not provide an effective conservation of biological diversity according to international requirements. This situation is aggravated by the non-observance of the protection regime in some protected natural areas (i.e. illegal cutting in forests). 89.5% of the total area of protected areas consists of forests managed by the state Moldsilva Silviculture Agency.

The National Ecological Network of Moldova (NENM) has components of global significance (i.e. lower Prut and Nistru wetlands), European significance (the scientific reserves), and of national importance (i.e. meadows, natural reserves and landscape reserves).

A large number of strategies, plans and programmes related to the environment have been elaborated (i.e. the 2001 National Action Plan for Environmental Health, the 2001 National Strategy and Action Plan for Protection of Biodiversity, the 2000 Programme of Water Supply and Sanitation for Localities, the 2001 Concept of Environmental Policy, National Policy Concept of Water Resources for the period 2003-2010, National Programme for Waste Management, etc.). The environmental legislative framework is continuously developing, as a result of country's endeavours to align the legislation to the EU *acquis communautaire*. Moldova makes efforts to comply with the requirements of the regional and international conventions and treaties the state is part of, i.e. by reporting to Conventions' Secretariats (national communications, inventories, etc.) and adopting necessary policies and measures for implementation.

While the number and complexity of strategies, action plans, regional and international commitments in environmental protection and sustainable development is continuously increasing, the Ministry of Ecology and Natural Resources' (MENR) administrative capacity continue to be very limited. In 2005 the MENR was reduced to 25 staff which is responsible for most of the elements constituting the corpus of environmental laws. As such, strengthening MENR's capacity is essential to ensure Moldova's advancement towards the adoption and implementation of the needed policies and measures in environmental protection and sustainable use of the natural resources.

In many cases, the environmental protection is not perceived as a priority by the authorities; this leads to the neglecting of the constitutional rights to a healthy environment. Notwithstanding the actions fulfilled in order to ensure public access to information (i.e. water, air, soil quality), in fact the access proves to be rather limited¹, and overall awareness about environmental issues is very low.

¹Decision of the Parliamentary Commission on Human Rights, 25 July 2007, regarding the assessment of the implementation of activities stipulated in Part II "Actions in the field of insurance, observance and protection of the fundamental human rights", Chapter 5 "The right to a healthy environment" of the National Action Plan for Human Rights 2004-2008 adopted by the Parliament in 2003.

Moldova fulfils the prerequisites for the establishment of a Global Environment Facility (GEF) Small Grants Programme (SGP). It ratified the UN Convention on Biological Diversity and the UN Framework Convention on Climate Change and it meets the eligibility criteria details under paragraph 9(b) of the GEF Instrument (for the Establishment of the Restructured Global Environment Facility, 2004)².

Local NGOs and CBOs³ are active and have adequate implementation capacity. Approximately 430 environmental NGOs act in the country in environmental education, public participation, biodiversity, environmental impact assessment and compliance with environmental legislation. The NGOs cooperation with central and local government is satisfactory. Local/ rural NGOs show more satisfaction regarding their cooperation with the local public authorities (LPAs) than the national/ urban ones. International donors are the major source of financing but in the last years this funding dramatically decreased. At the national level, NGOs can receive grants from the National Environmental Fund; however, Fund's expenditures for NGOs are very low⁴.

UNDP initiative to start an environmental small grants programme based on the GEF SGP philosophy and requirements is welcomed by both non-governmental and governmental stakeholders⁵.

The programme's goal is to secure global environmental benefits in the areas of biodiversity conservation, climate change mitigation, protection of international waters, prevention of land degradation and phasing out of persistent organic pollutants through community-based initiatives and action. It is rooted in the belief that global environmental problems can best be addressed if local people are involved and there are direct community benefits and ownership. Participation, democracy, flexibility, and transparency are cornerstones of the SGP approach. Projects eligible for GEF SGP funds are those that: a) comply with GEF focal areas and national priorities; b) contribute in the human welfare and sustainable development; c) promote human capacity development and rise environmental awareness; d) involve local communities in all project stages, contributing to their empowerment. Grants are made directly to NGOs and CBOs. The maximum grant amount per project is US\$50,000, but averages around US\$20,000. The GEF requires a 50% co-financing (25% cash and 25% in-kind). Each participating country develops a Programme Strategy, which adapts the GEF SGP global framework to specific country conditions. A voluntary National Steering Committee (NSC), provides the major substantive contribution to and oversight of the programme, while a National Coordinator (NC) carries out the day-to-day management of the programme. Monitoring and evaluation are participatory and performed at three levels: project, country and global.

² Moldova already benefits of World Bank loans and projects and it is being assisted by UNDP.

³ For Moldova, local/ rural NGOs (registered according to current Moldovan legislative framework for NGOs - Law 837/1997) such as association of farmers, associations of private landowners, associations of parents and teachers in schools, eco/agro-tourism associations, associations of craftsmen etc. can be assimilated with CBOs.

⁴ Under 3% of total expenditures.

⁵ In October 2007 a series of meetings was held with governmental and non-governmental representatives, donors, academia and other stakeholders, in order to introduce the GEF SGP philosophy and requirements and to examine the national potential, interest and willingness for the inception of such a programme in Moldova.

2. STRATEGY

The project was prepared in line with current's UN Development Assistance Framework (UNDAF) 2007-2011 Outcome 1 and with Country Programme (CP) Outcome 1.4 as listed below:

UNDAF Outcome 1: By 2011, public institutions with the support of Civil Society Organizations (CSOs) are better able to ensure good governance, rule of law and equal access to justice and promotion of human rights

CP Outcome 1.4: Management of environment and natural resources is improved in compliance with international/EU standards.

The project will work towards the following **overall objective: to contribute to achieving regional and global environmental benefits through developmental interventions for environment protection and sustainable use of natural resources in the Republic of Moldova.**

The project is conceived as a 4-year effort with a total budget of \$1,4 million (contingent upon successful mobilization of funds).

Aiming to foster environment-related active action in both ways: top-down (central public authorities) and bottom-up (civil society), the project will achieve its overall objective through the implementation of two components, or **Activities** referring at:

- (1) Supporting the Government's efforts to take active action for environmental protection and sustainable use of natural resources;**
- (2) Supporting, through an environmental Small Grants Scheme, the initiatives and projects of local communities formulated by Non-Governmental Organizations (NGOs) and Community-Based Organizations (CBOs) aiming at preserving the environment and achieving sustainable livelihoods.**

The two Activities (components) are distinct, yet interrelated through the following elements:

- **Common management:** The two components can be run separately or together. The present document proposes the same management team for both components. This will ensure most effective coordination between the two components, streamlined communication between partners and stakeholders, and important savings. Should GEF funds, for instance, become available at some point in the future, Activity 2 could be converted into a GEF Small Grants Programme and thus becoming a separate project.

- **National ownership:** both components will be nationally owned; decision-making and projects coordination and implementation will be based on the country's needs⁶ and will be performed by locals. The project results will be nationally owned, whether they support Government efforts (Activity 1) or local communities' initiatives (Activity 2). In the Project Board (see Management Arrangements) the Senior Beneficiary role is attributed to nationals representing both the Government and the Non-Governmental Organizations. Moreover, the most important body in

⁶ To achieve the MDGs targets in relation to the National Strategy for Poverty Reduction, and to implement the environment-related regional and global conventions and treaties.

the Small Grants Scheme – the Small Grants Committee – will consist of national specialists representing both civil society and the Central Public Authorities/ MENR.

- **Capacity building:** both components contribute to strengthening Moldovan capacity to address local/regional (European)/global environmental protection issues in the country. While Activity 1 targets the central Government (MENR), Activity 2 addresses directly the NGOs and CBOs, and indirectly the Local Public Authorities (LPAs) – including local State Environmental Inspectorates - and other stakeholders (i.e. schools, local businesses etc.) that partner with the NGO/CBO grantees in order to solve the identified local environmental problems with socio-economic benefits for the community.

- **Implementation of regional/ global conventions and treaties:** On one hand, the actions under Activity (component) 1 will contribute to adopting and implementing the needed policies and measures, including legislation, for the implementation of such treaties. On the other hand, the NGO projects financed under Activity (component) 2 will help implementing these provisions in tangible ways at local level i.e.: implementation of the UN Conventions on Biodiversity Conservation, Climate Change, Desertification, POPs, etc.; implementation of the Action Plan regarding the Establishment of the National Environmental Network; the design and implementation of Management Plans for the Protected Areas in cooperation with LPAs, local communities and other stakeholders; prevention of international waters pollution, etc.

- **Communication, cooperation, access to information and public participation, public awareness and education:** both the MENR and the NGOs acknowledge the necessity to enhance the communication and cooperation between the two parties, in order to effectively address the country's needs based on participative decision-making, information and experience sharing.

- While the MENR initiatives supported by component 1 would contribute to achieving concrete steps for the implementation of the Aarhus Convention, the NGO/CBO initiatives to be financed under component 2 would, in many cases, make use of the Aarhus Convention provisions, thus verifying its implementation (either directly, through projects addressing the Convention's implementation, or indirectly, through requesting needed information for projects design and implementation⁷).

- Through the activities financed in both components, the project will strive to contribute at enhancing communication both ways: top-down, from the MENR to NGOs/CBOs/ local communities, and bottom-up, from the local level/ general public/ NGOs/CBOs to the MENR.

- While the activities financed under component 1 should contribute at the participatory design of a National Strategy regarding Education on Sustainable Development, the projects financed under component 2 would support the civil society's participation at the strategy's design, as well as concrete activities linked to the implementation of the Strategy, that target the general public, local communities, youth etc.

Activity (1): The capacity for good environmental governance of the Central Public Authorities is strengthened.

Output 1.1: Policies and measures of main concern, including legislation approximated with the *acquis communautaire*, in key environmental sectors are drafted and submitted.

Output 1.2: Support in strengthening CPA's institutional capacity for the implementation of international environmental commitments is provided.

⁷ Eligible projects need to describe the baseline situation of the environment-related problem they intend to solve. Thus, the NGO/CBO applicants need to obtain specific information (i.e. no. of hectares of protected areas, emissions level, etc.) for their project area from the authorities.

Output 1.3: Most stringent policies and measures on access to information, public participation and education on sustainable development are implemented (e.g.. Aarhus Convention, National Strategy on Sustainable Development Education, etc.).

Activity (1) will include illustrative actions such as: provision of advice for the design of needed strategies, policies and measures (including legislation) and action plans, studies, assessments, training programs and others. These actions will be further defined during the project, as a result of consultations with the beneficiary, e.g. the MENR and/or other Central Public Authorities as the need be.

Activity (2): Community-based initiatives and actions in solving local environmental problems with potential regional and/ or global environmental benefits are financed through small grants to NGOs/CBOs.

Output 2.1: Based on the GEF SGP philosophy and priorities, a Small Grants Scheme (SGS) is fully operational, addressing key environmental concerns.

Output 2.2: The small grants constituency is strengthened to efficiently address the environmental priorities in the country.

Output 2.3: Sustainability of the programme and projects is ensured through mobilizing additional resources, building partnerships with other donors, and cooperating with stakeholders and other (GEF) projects.

Output 2.4: Sound monitoring and evaluation system of the Small Grants Scheme is employed.

Activity (2) was designed according to the GEF SGP philosophy, principles and focal areas, as it is hoped that, at some time in the future, a Global Environment Facility Small Grants Programme (GEF SGP) can be established in Moldova.

A grant-making strategy – SGS Strategy – will be developed by the Project Management team with the Small Grants Committee (SGC) inputs in accordance with the UNDAF and UNDP Country Programme 2007-2011, the GEF principles and focal areas, and the national environmental priorities. Based on the SGS Strategy, other practical documents needed for the effective implementation of the Scheme should be designed, such as Application Guidelines (including eligibility criteria for organizations, partners, projects and expenditures), Guidelines for Implementation, Monitoring and Evaluation at project level, and other capacity building/ communication documents for potential applicants and/ grantees.

Apart from contributing to solving local environmental problems with potential regional/ global environmental benefits, the NGOs/CBOs projects will also lead to:

- poverty reduction, through income generation from environmental-friendly activities based on sustainable use of natural resources;
- empowerment of local communities (with an accent on youth and women in rural areas), through involving them in all project stages, from establishing the project idea, to project proposal design, implementation, self-monitoring and evaluation.

Project grants will be made available to NGOs and CBOs throughout all country territory, including in Transnistria. NGOs/ CBOs in Transnistria could be direct grant beneficiaries or they could be partners to NGOs/CBOs situated on the right bank of the Nistru River. As such, the Small Grants Scheme will contribute at strengthening the capacity of the civil society acting in environmental protection in Transnistria and at improving the state of environment in this region, and will foster effective partnerships and exchanges. UNDP will make use of other UN Agencies' experience in Transnistria (i.e. UNICEF, WHO, UNFPA) and of the grant-making practice for NGOs in Transnistria that other donors have (i.e. Soros Foundation).

Small grants will concentrate on the land degradation, biodiversity conservation, climate change, POPs and international waters, i.e. GEF focal areas of main concern for Moldova.

The first year of the SGS will be implemented as a pilot. During this period, grants could be more flexible with respect to the fields in which the SGS finances projects. Consequently, these fields can extend beyond the five GEF focal areas, including other themes that rank high in country's environmental protection priorities, such as: water pollution reduction (in general, not only for international waters) and waste management (in general, not only for POPs), and others.

3 PROJECT RESULTS AND RESOURCES FRAMEWORK

Intended Outcomes as stated in the UNDAF:					
UNDAF Outcome 1: By 2011, public institutions with the support of Civil Society Organizations (CSOs) are better able to ensure good governance, rule of law and equal access to justice and promotion of human rights					
Country Programme Outcome 1.4: Management of environment and natural resources is improved in compliance with international/EU standards					
Applicable MYFF Service Line: 3.1. Frameworks and strategies for sustainable development					
Partnership Strategy: The project shall contribute to enhancing the partnership, dialogue and effective cooperation between the Government (e.g. the Ministry of Ecology and Natural Resources and other relevant authorities) and NGOs and CBOs, local communities, local public authorities, academia, research, private sector and international donors.					
Project title and number: “Support to Environmental Protection and Sustainable Use of Natural Resources”					
Project Components/ Activities	Output Targets (2008-2011)	Project Outputs and Indicative Actions	Responsible Party	Inputs	Budget Estimate per Activity
(1) The capacity for good environmental governance of Central Public Authorities (e.g. MENR) is strengthened.	Key legislation, based on EU environmental <i>acquis</i> , in water quality, waste management, biodiversity conservation, air quality is drafted and submitted	Output 1.1: Policies and measures of main concern, including legislation approximated with the <i>acquis communautaire</i> in key environmental sectors are drafted and submitted. 1.1.1. Elaborate a study on prioritization of environment-related EU legislation approximation. 1.1.2. Conduct training for staff working on leg. approximation. 1.1.3. Draft/amend key legislation acts based on the conclusions of prioritization study. 1.1.4. Conduct stakeholders workshops to discuss draft legislation by field	MENR, UNDP	Intl. consultants Local consultants Contractual services (companies) Travel Audio/Visual and printing Communications Miscellaneous	\$56,000

		(including other Gov't. bodies, industry associations and syndicates, civil society)			
	<ul style="list-style-type: none"> - The status of implementation of bilateral and multilateral agreements is assessed - Actions to be taken for the implementation of international environmental commitments are prioritized - Working Groups for international agreements implementation have clear mandates, coordinate their work and report results to the Government - Resources for the implementation of priority actions are mobilized - Other priority actions are implemented 	<p>Output 1.2: Support in strengthening CPA's institutional capacity for the implementation of international environmental commitments is provided.</p> <p>1.2.1. Prepare an assessment of implementation status of environmental bilateral and multilateral agreements.</p> <p>1.2.2. Conduct stakeholders' workshops to prioritize the actions to be taken for the implementation of international environmental commitments in 2008-2011.</p> <p>1.2.3. Establish [legal] framework for the Working Groups for international agreements implementation: clear mandates, coordinated work, and results reported to the Government.</p> <p>1.2.4. Implement priority actions</p>	CPA, UNDP	<ul style="list-style-type: none"> Intl. consultants Local consultants Contract. Services (companies) Travel Audio/Visual and printing Communications Miscellaneous 	
	<ul style="list-style-type: none"> - Complete legislative and regulatory framework for the implementation of the Aarhus Convention is in place - MENR departments and subordinated institutions observe the legislative and regulatory framework regarding access to information and public participation at environment-related decision-making 	<p>Output 1.3: Most stringent policies and measures, e.g. on access to information, public participation and education on sustainable development are implemented (i.e. Aarhus Convention, National Strategy on Sustainable Development Education).</p> <p>1.3.1. Elaboration of legislation and regulations for the implementation of the Aarhus Convention</p> <p>1.3.2. Training sessions with</p>	MENR, UNDP	<ul style="list-style-type: none"> Intl. consultants Local consultants Contract. services – Companies Travel Audio/Visual and printing Communications Miscellaneous 	<i>Project Team</i>

	<ul style="list-style-type: none"> - National Strategy and Action Plan on Sustainable Development Education are prepared - Decision-makers and mass-media are informed on sustainable development issues - NGO sustainable development projects – financed by SGP – are co-financed by National Environmental Fund <p><i>Project team is hired, the project office is fully operational⁸</i></p>	<p>MENR/SEI (central and local) personnel and mass-media on implementation of the Aarhus Convention.</p> <p>1.3.3. Organization of a campaign on access to information and public participation at environment-related decision-making.</p> <p>1.3.4. Elaboration of a National Strategy and Action Plan on Sustainable Development Education.</p> <p>1.3.5. Organization of training sessions on sustainable development with decision-makers (incl. LPAs) and mass-media.</p> <p><i>Recruitment of project team and consultants. Setting up the project office</i></p>			<p><i>costs:</i> \$34,500</p>
<p>(2) Community-based initiatives and actions in solving local environmental problems with potential regional/global environmental benefits are financed through small grants to NGOs/CBOs.</p>	<ul style="list-style-type: none"> - Members of Small Grants Committee are appointed - Programme Strategy (PS) is designed, consulted with Small Grants stakeholders and approved - Application Guidelines (AG) and Evaluation Matrix (EM) are designed - Small Grants Scheme is launched - Projects are financed 	<p>Output 2.1: Based on the GEF SGP philosophy and priorities, the environmental Small Grants Scheme is fully operational, addressing key environmental concerns.</p> <p>2.1.1. Select and appoint the members of the Small Grants Committee (based on consultations with the non-governmental and governmental sector)</p> <p>2.1.2. Design and approve the Small Grants Programme Strategy</p>	<p>UNDP CO Project Team</p> <p>Small Grants Committee members</p> <p>LPAs</p>	<p>Local consultants</p> <p>International consultants</p> <p>Travel</p> <p>Equipment</p> <p>Stationery and office supplies</p> <p>Communications</p> <p>Miscellaneous</p> <p>Grants</p>	<p>\$109,500</p>

⁸ The Project team manages both Activity (1) (support to the Central Public Authorities, e.g. MENR and/or other relevant ministries) and (2) (Small Grants Scheme) and the ToR for the PM and PA were drafted accordingly. To avoid repetition, activities and targets linked to personnel hiring, office and administrative arrangements etc. are addressed only once, in this section.

	<p>- Project results are recorded</p> <p>2009-2011</p> <p>- Projects are financed and monitored</p> <p>- Project results are recorded</p>	<p>2.1.3. Launch the Small Grants and the first financing cycle.</p> <p><i>First financing cycle in 2008⁹</i></p> <p>2.1.4. Solicit project proposals according to AG.</p> <p>2.1.5. Screen project proposals and send them to the Small Grants Committee members for evaluation.</p> <p>2.1.6. Project proposals are individually evaluated by the SG Committee members based on the EM.</p> <p>2.1.7. Common evaluation SG Committee meeting; decisions taken.</p> <p>2.1.8. Grant contracts are signed.</p> <p>2.1.9. First grant instalments are delivered to NGOs/CBOs.</p> <p>2.1.10. Submission of quarterly project reports and progress reports.</p> <p>2.1.11. Evaluation of quarterly project reports and progress reports.</p> <p>2.1.12. Second/third/fourth grant instalments are delivered to NGOs/CBOs.</p> <p>2.1.13. Submission of final project reports.</p> <p>2.1.14. Evaluation of final project reports.</p> <p>2.1.15. Create and update a project database with information on completed projects results</p>		Grants	
	<p>2008</p> <p>- Project team trained in GEF SGP procedures</p> <p>2008/2009/2010/2011 (each year)</p> <p>- Capacity building for NGO/CBO</p>	<p>Output 2.2: The Small Grants Scheme constituency is strengthened to efficiently address the environmental priorities in the country</p> <p>2.2.1. Study trip in a GEF SGP country</p> <p>2.2.2. In-country capacity building</p>	<p>UNDP CO Project Team</p> <p>Small Grants Committee members</p> <p>NGOs, CBOs</p>	<p>Local consultants</p> <p>International consultants</p> <p>Contract. Services (companies)</p> <p>Travel</p> <p>Communications</p>	

⁹ 2-3 financing cycles per year may take place; the exact number will be established by the PM in consultation with the SGP Committee.

	<p>applicants on project design and regional/global environmental issues</p> <ul style="list-style-type: none"> - Capacity building for new grantees on project implementation, M&E, and reporting - Local communities (with accent on youth and women) are informed about local/regional/global environment issues, and trained in environment-friendly practices, sustainable livelihoods, public participation etc. 	<p>sessions are carried out for NGO/CBO applicants on project design and regional/global environmental issues</p> <p>2.2.3. SG technical support is provided to NGOs/CBOs at project design in line with the SG Scheme criteria</p> <p>2.2.4. Design and dissemination of Guidelines on project implementation, M&E, and project reporting</p> <p>2.2.5. Training sessions for new grantees on project implementation, M&E, and reporting</p> <p>2.2.6. Create (2008) and update (2009/2010/2011) of a SGP NGO network</p> <p>2.2.7. Workshops and training sessions are carried out with local communities within financed projects</p>	<p>and project partners</p>	<p>Miscellaneous Supplies Audio/Visual</p>	
	<p>2008/2009/2010/2011 (each year)</p> <ul style="list-style-type: none"> - Coordination with other donors achieved - Partnerships concluded with other donors - Co-financing ensured at programme level 	<p>Output 2.3: Sustainability of the programme and projects is ensured through mobilizing additional resources, building partnerships with other donors, and cooperating with stakeholders and other (GEF) projects.</p> <p>2.3.1. Organization of a donors' roundtable (yearly)</p> <p>2.3.2. Create and update donors database</p> <p>2.3.3. Exploratory meetings with potential donors</p> <p>2.3.4. Sign partnership agreements</p> <p>2.3.5. Sign co-financing agreements</p>	<p>UNDP CO Project Team</p>	<p>Communications Contract. Services (companies) Miscellaneous Audio/Visual Travel</p>	

		<p>2.3.6. Organization of an Small Grants promotion event and NGO/CBO exhibition (yearly)</p> <p>2.3.7. Produce biannual e-newsletter</p> <p>2.3.8. Produce and distribute annual brochure</p>			
	<p>2008/2009/2010/2011 (each year)</p> <ul style="list-style-type: none"> - Constant communication achieved with NGO/CBO grantees - Minimum 2 site visits per project - Self-M&E at project level is achieved - All project reports are evaluated - Small Grants projects database constantly updated 	<p>Output 2.4: Sound monitoring and evaluation system of the Small Grants Scheme is employed.</p> <p>2.4.1. Monitoring of projects implementation (including progress reports and ad-hoc queries)</p> <p>2.4.2. Visits to project sites</p> <p>2.4.3 NGOs/CBOs implement M&E plan part of project proposal</p> <p>2.4.4. Provision of quarterly project reports, progress reports and final reports</p> <p>2.4.5. Evaluation of quarterly project reports, progress reports and final reports</p> <p>2.4.6. Update projects database</p>	<p>UNDP CO Project Team</p> <p>Small Grants Committee members</p>	<p>Local consultants</p> <p>Communications</p> <p>Travel</p> <p>Rental of vehicle</p>	

Note: the budget estimate totalling \$200,000 is only for the first – pilot – year of the project. The total budget for the four years of project implementation is estimated at \$1,4 million, contingent upon successful mobilization of funds.

4. 2008 ANNUAL WORKPLAN BUDGET SHEET

Output	Activity	Actions to be undertaken	2008				Responsible	Planned budget					
			1Q	2Q	3Q	4Q		Fund	Donor		Budget description	Amount US\$	
Environmental protection and sustainable use of natural resources is improved	Activity 1: Strengthening capacity of CPA for good environmental governance	Study on prioritization of legislation approx.	x			x	UNDP			71200	International consultants	25,000	
		Training on legislation approximation	x			x				71300	Local consultants-Short term- Technical	12,000	
		Approximation of legislation	x	x	x	x				71600	Travel	8,000	
		Assessment of impl.status of env. agreements		x	x	x				72100	Contractual services - companies	2,500	
		Implementation of Aarhus convention	x	x	x	x				74200	Printing	4,500	
		Participation in regional and int'l events	x	x	x	x				74500	Miscellaneous	700	
		Capacity building for CPAs on env.issues								72800	Procurement of equipment	3,300	
										Total	56,000		
		Activity 2: Implementing environmental initiatives through SGS	Design of the SGS strategy	x				UNDP			71300	Local consultants-Short term- Technical	5,000
	Study trip to GEF SGP country		x							74200	Printing	3,500	
	Launch and implementation of SGS		x	x	x	x				72100	Contractual services - companies	5,000	
	Capacity building for NGOs/CSOs		x		x					72700	Hospitality - vouchered expenses	2,500	
	SGS communication/promotion campaign		x	x	x	x				74500	Miscellaneous	1,000	
Design and maintenance of SGS web-page	x		x	x	x				71600	Travel	4,500		
Monitoring of SGS projects	x		x	x	x				73100	Car rent	2,000		
								72600	Grants	86,000			
									Total	109,500			
	Activity 3: Project management	Effective implementation of planned activities, 100% delivery	x	x	x	x	UNDP			71400	Service contracts	23,000	
										71600	Mission costs	1,000	
		Timely submission of workplans, reports, budget revisions	x	x	x	x				72700	Hospitality - vouchered expenses	500	
									72800	Procurement of equipment	2,500		

		Participation in training event/workshops	x				72400	Telephone, internet services	3,000
							72500	Supplies	1,000
							73100	Rental & maintenance-prem.	2,500
							74500	Miscellaneous	1,000
								Total	34,500
								Grand Total:	200,000

5. MANAGEMENT ARRANGEMENT

Management arrangements for the project are designed using the PRINCE2 project management methodology. PRINCE2 has been adopted and rolled out globally by UNDP as the standard methodology to be used in managing all UNDP projects. At its most basic, PRINCE2 is a British Government-developed set of project management processes, components and techniques that serves as a descriptive – not prescriptive – framework for achieving projects’ original objectives, on time and within budget.

The project will be implemented through Direct Execution (DEX) modality, UNDP being the implementing partner. UNDP guidelines and policies for project implementation on DEX modality¹⁰ will be observed in the process of project implementation.

The UNDP Office in Moldova will be responsible for project administration including: organizing implementation of project activities, procurement of goods and services, recruitment of project personnel and national and international consultants, connecting to national and international expertise and knowledge networks etc. The UNDP Programme Officer/Environment Focal Point will have supervision responsibilities for the project, in order to ensure that the project activities will be implemented in time and to provide/facilitate in-office support for contracting and procurement, help in coordinating with other UN relevant projects and with the projects of other donors.

Management Structure

Project Board: The Board is the group responsible for making on a consensus basis management decisions for the project when guidance is required by the Project Manager, including recommendation for UNDP/ Implementing Partner approval of project revisions. Project reviews by this group are made at designated decision points during the running of a project, or as necessary when raised by the Project Manager. This group is consulted by the Project Manager for decisions when PM tolerances (i.e. constraints normally in terms of time and budget) have been exceeded.

The Project Board consists of the following roles:

- **Executive** – represents the project ownership to chair the group,
- **Senior Supplier** - provides guidance regarding the technical feasibility of the project, and
- **Senior Beneficiary** - ensures the realization of project benefits from the perspective of project beneficiaries.

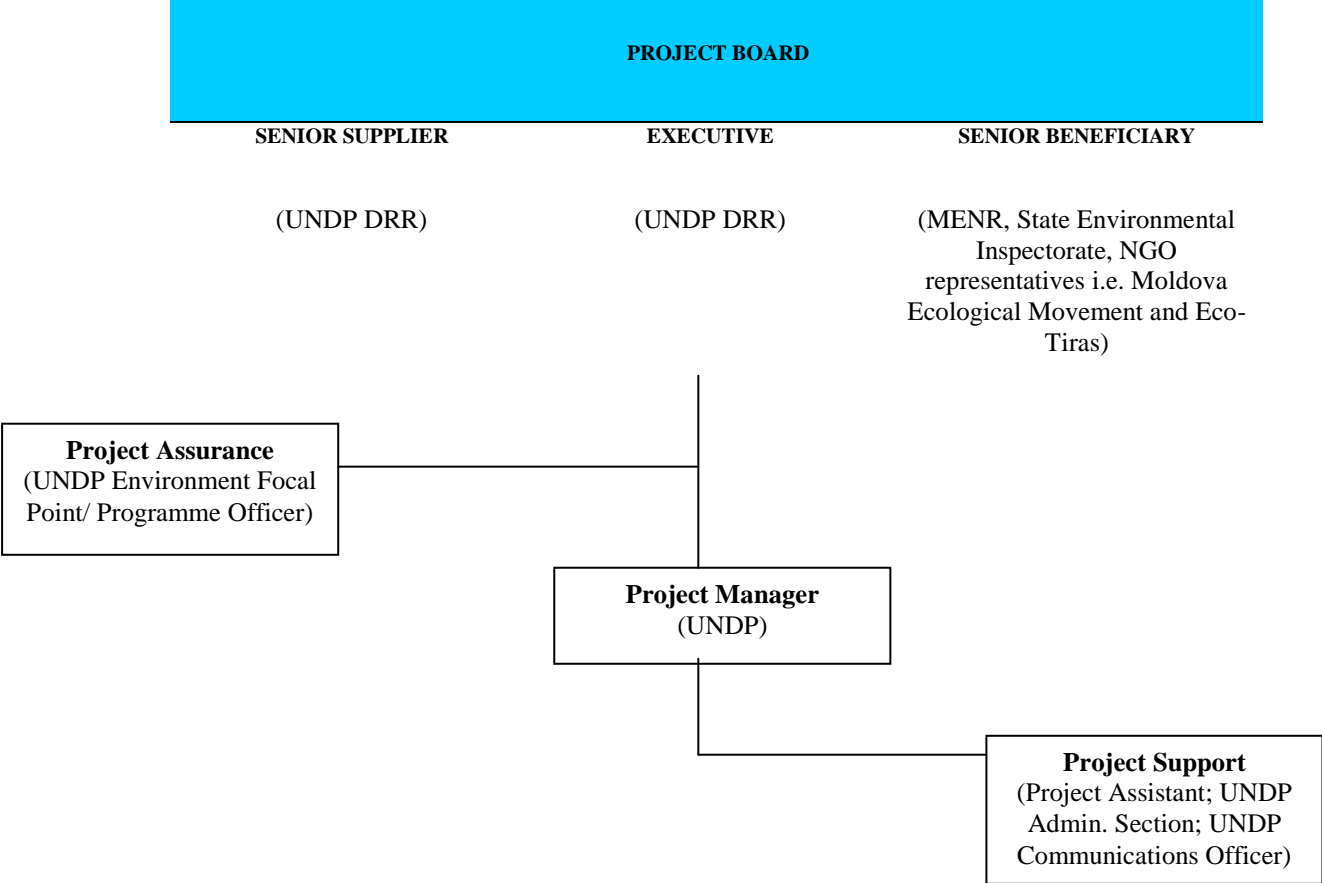
Potential members of the Project Board are reviewed and recommended for approval during the Local Programme Advisory Committee (LPAC) meeting. Under DEX, the Executive and Senior Supplier roles are held by the UNDP Deputy Resident Representative, and the Senior Beneficiary role should be held by the representatives of government entities and civil society.

The Government and UNDP must always be present in the Project Board. Final decision making on project activities and accountability rests with UNDP in accordance with its applicable regulations, rules, policies and procedures.

¹⁰ For information on UNDP programming rules, refer to the UNDP User Guide at <http://www.undp.org/bdp/pm/>

Project Assurance is the responsibility of each Project Board member; however, the role can be delegated. The Project Assurance role supports the Project Board by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed. A UNDP Programme Officer typically holds the Project Assurance role for the UNDP Board Member. In this case Project Assurance can be achieved by the UNDP Environment Focal Point/ Programme Officer.

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



Project Support: the Project Support role can be ensured by the Project Assistant (PA), together with members of the UNDP Administrative Section and Communications Officer.

The Project Assistant (PA) will carry out effective day-to-day substantive, administrative and financial support to the Project Manager (PM) to ensure the smooth operation and management of the project, timely and efficient response to queries from beneficiaries and stakeholders, closely monitoring the achievement of the annual targets, and updating of relevant databases.

For Activity (2), according to the GEF SGP global practice, adjusted to Moldova conditions, a Small Grants Committee will be selected by UNDP. The Small Grants Committee will provide overall guidance and direction to the Small Grants component, and will contribute to developing and implementing strategies for the grants scheme. In collaboration with the PM, the Small Grants Committee will help develop the Programme Strategy (PS) in accordance with the UNDAF and UNDP Country Programme 2007-2011 for the Republic of Moldova, the GEF principles and focal areas, and the national environmental priorities. The Small Grants Committee will be responsible for selecting and approving projects, and for ensuring their technical and substantive quality. Small Grants Committee members may participate in pre-selection project site visits and can be called upon to advice on project monitoring and evaluation. They will review the annual workplan proposed by the PM, and conduct annual substantive assessments of the programme. The Small Grants Committee will consist of a minimum of nine voluntary members from NGOs, academic and scientific institutions, the UNDP Country Office, government¹¹, and private sector¹² with a majority of members coming from the non-governmental sector. The Small Grants Committee should include experts in biodiversity, climate change, international waters, sustainable land management and persistent organic pollutants. It is recommended that the Small Grants Committee members have a constant commitment to (and experience in) working with NGOs/CBOs and communities and share a vision of what sustainable development and "thinking globally, acting locally" mean in terms of linking the GEF focal areas with community needs.

During the implementation, synergies and linkages with other ongoing projects and donors activities occurring in environmental protection, poverty reduction and NGO/CBO/community empowerment will be observed.

The additional funding mobilised from other donors will be added to the project through signing cost-sharing agreements between UNDP and each contributing partner, and by revising the Project work plans and budget.

6. MONITORING AND EVALUATION

Monitoring and evaluation will represent an integrated part of the project and will be carried out in accordance with standard UNDP practices, as well as the GEF SGP ones (for Activity 2). Both qualitative and quantitative methods will be applied when assessing the progress of the project towards its goal and objectives.

A participatory monitoring mechanism will identify the progress realized within the project towards the intended outcome. It includes the Project Board which shall meet on a quarterly basis within UNDP or separate meetings. In case of necessity, ad-hoc meetings (including by email) shall be convened. In order to ensure the efficient monitoring and evaluation of project results and to maintain continuous cooperation between all project partners at all stages of project implementation, quarterly reporting on progress shall be provided to the Project Board and regular meetings with the representatives of the Senior Beneficiary shall be held. The Project Manager will be responsible for preparing and presenting the quarterly work plans and reports. The members of the Project Board will provide feedback on lessons learned, propose corrective

¹¹ i.e. from the Ministry of Ecology and Natural Resources (for a GEF SGP the Ministry representative should be the GEF Operational Focal Point), National Environmental Fund (as a potential co-financer), Ministry of Agriculture and Food Industry, Ministry of Local Public Authorities, Ministry of Culture and Tourism, etc.

¹² Representatives of private companies that co-finance small grants can be invited to sit in the Small Grants Committee.

actions to solve problems, ensure accountability, and make recommendations how to improve the quality of current and future interventions. During the implementation, the logs of activities, risks, issues etc. shall be developed and updated in the ATLAS system.

A mid-term report and a final progress report with inclusion of lessons learned and follow-up recommendations shall be prepared and disseminated for discussion and approval by the Project Board. The project will be subject to the Annual Programme Review. The UNDP Environment Focal Point, in consultation with the representatives of Government/ MENR and the NGOs, will be responsible for preparing and submitting to the Annual Programme Review meeting the annual Project Progress Report in UNDP format. It shall be prepared in draft sufficiently in advance to allow review and technical clearance by the Project partners, at least one month prior to the Annual Project Review meeting.

The Small Grants Scheme itself has a monitoring and evaluation system, based on the GEF SGP model. Annex 2 provides more information on the way M&E is carried at grant project level (self M&E) and at the scheme level.

The Annual Working Plan Monitoring Tool for 2008 is given in Annex 8.

During the Project implementation, the Project team will continuously assess the risks and seek solutions for their mitigation (see Annex 9 - Risk Log). The project shall make a continuous assessment of risks and adjust its interventions accordingly. A continuous dialogue will be maintained with the Government, NGOs/CBOs, donors and other stakeholders and appropriate communication tools (regular meetings, e-mailing, etc.) will be employed. All these categories will be involved in project work and consultations from the very beginning and kept informed about progress. A donors' roundtable will be held yearly, aiming at ensuring the Small Grants Scheme coordination with the other donors in the field (i.e. coordination of project proposals deadlines, requirements including co-financing and partnerships etc.), as well as at concluding partnerships and co-financing agreements with other donors. A SGS event – including a grantees exhibition – will be organized yearly, in order to promote the SGS results to the Government, donors (international organizations, Governmental funds i.e. NEF, and private sector), civil society and the public at large. A bi-annual e-newsletter and an annual brochure will help at ensuring SGS promotion at a large scale, to national and international stakeholders. The PM will attend meetings and events organized by the SGS stakeholders, in order to promote the SGS to more categories of potential actors and partners, and will use M&E site visits as effective opportunities to promote the scheme at local level. The UNDP Programme Officer/Environmental Focal Point will closely monitor the project team's activity and will yearly evaluate the PM performance, based on the appropriate UNDP criteria.

ANNEXES

Abbreviations

Annex 1: Inception Report

Annex 2: Main Characteristics of an Environmental Small grants Scheme in Moldova

Annex 3: Outline of the SGS Strategy

Annex 4: Overview of the GEF Focal Areas and Operational Programmes

Annex 5: Standard Project Cooperation Agreement with a NGO

Annex 6: Terms of Reference for Project Manager and Project Assistant

Annex 7: Terms of Reference for the Small Grants Committee

Annex 8: Annual Working Plan Monitoring Tool

Annex 9: Risks Log.