

United Nations Development Programme

Romania

Project Document

- UNCF Outcome(s):** By end 2015, line ministries have enhanced capacity to implement innovative programmes for social inclusion, economic and political empowerment of vulnerable groups, and for deepening democratic practices with special emphasis on initiatives with the potential to be adapted to the needs of Romanian official development assistance priority countries.
- Expected CP Outcome(s):** Capacity development for social inclusion, economic and political empowerment of vulnerable groups and for deepening democratic practice with special emphasis on initiatives with the potential to be adapted to the needs of Romanian ODA priority countries (CPAP 2010-2012, Outcome 1)
- Implementing partner:** The Alternative Sociale (Social Alternatives) Association (CPAP 2010-2012)
- Responsible Party:** United Nations Development Programme

**Brief Narrative Description:**

This project document is pursuant to the CPAP 2010-2012 agreed to between the Government of Romania and UNDP and operationalizes the CPAP through detailed description of activities. The project will develop the Social Economy (SE) concept in Romania and implement a set of activities that will increase the awareness among targeted vulnerable groups and the general population. More specifically the target groups will be Roma, women and post institutionalised children. This task will be approached through three objectives: Accumulating SE expertise by conducting analyses of the social and economic context for SE in Romania and setting up institutions specialised in SE; Training human resources in SE and developing a postgraduate curriculum in SE practices; and; Promoting the SE concept and its benefits, stressing its potential to facilitate the social inclusion and the employment of vulnerable groups. The project is implemented by the Alternative Sociale Association who is the lead applicant under the funding mechanism of the Sectoral Operational Program for Human Resources Development as referred to in the CPAP. UNDP will provide implementation support services to the lead applicant through capacity development for the delivery of the outputs and activities described in this document.

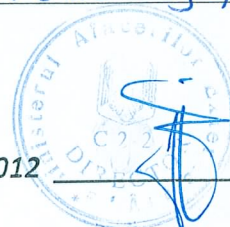
**Project Period:** March 2011 – February 2014  
**Project Title:** Development of a Social Economy Model for Romania  
**Project ID:** 33490  
**Start date:** 1 March 2011  
**End Date:** 28 February 2014  
**Management Arrangements:** NIM with UNDP implementation (Implementation Support Services Letter of April 4 2011)

Total resources required: **1,930,912.06 USD**  
Total allocated resources: **1,930,912.06.19 USD**  
Source of funds: GoR / Alternative Sociale Association (made available from European Social Fund - the Sectoral Operational Programme for Human Resources Development - 6<sup>th</sup> Priority Axis)  
SOP HRD 6.2: **1,865,115.73 USD**  
UNDP Contribution: **65,796 USD**

Agreed by Alternative Sociale Association

Agreed by UNDP:

**Endorsed by the Ministry of Foreign Affairs  
(Government Coordinating Agency) pursuant to CPAP 2010-2012**



## Implementation and Management Arrangements:

This project document is pursuant to the CPAP 2010-2012, based on which UNDP is committed to support social inclusion and the economic and political empowerment of vulnerable groups in Romania through aligning its programming to large scale programmes managed by the relevant national authorities. In addition, any programming approach including this present project, will be based on national ownership and partnership with national authorities, including those responsible for management and programming of structural and cohesion funds.

UNDP shall oversee the implementation of the project activities on the basis of this project document and within the framework of the Standard Basic Assistance Agreement concluded between the Government of Romania and UNDP dated 23 January 1991 (HG 113/1991).

This project is funded by the European Social Fund through the financing agreement concluded between the *Alternative Sociale Association (AAS)* and the Managing Authority of the ESF Operational Programme Human Resources (ESF OPHR). The project will be implemented by the *Alternative Sociale Association* - the Implementing Partner, ultimately accountable for the project efficient and effective implementation to the Managing Authority. AAS will receive the funds pertaining to the implementation of this project and will distribute the funds to each partner for the implementation of the agreed activities.

UNDP will receive from AAS the amount of **1,865,115.73 USD** for the implementation of the activities that were assigned to UNDP and also for meeting the costs of the project coordination. Distinct project accounts will be opened for this project's funds.

It is estimated that contribution funds will be deposited into the UNDP project bank account in 17 instalments throughout the project implementation period.

The project implementation is **NIM with UNDP support**.

The project coordination team recruited by UNDP will assist AAS in the preparation of all the substantive and financial reporting documents required by the Managing Authority. Furthermore, it will coordinate closely with the other partners in order to ensure the timely implementation of all the activities assigned to the partners.

The project shall be implemented based on a close coordination process between partners and on wide consultations between all the stakeholders involved in social inclusion.

Organization	Roles and responsibilities in the project
"Alternative Sociale" Association of Iași	<ul style="list-style-type: none"><li>To appoint the members of the project team, who will include consultants and administrative staff.</li><li>To coordinate the entire activity of the project.</li><li>To ensure the management of the budget and the allotment of financial resources towards the project's partners and collaborators.</li><li>To ensure efficient communication amongst all partners involved in order to ensure the successful implementation of the project.</li><li>To receive and analyse the narrative and financial reports received from partners and collaborators.</li><li>To facilitate working visits and to make sure that the representatives of the institution attend the events organized within the project.</li><li>To contribute with its expertise to drawing up recommendations and to defining the legal framework for implementing the project at national level.</li><li>Organizes the seminars and conferences on Social Economy in Romania</li><li>Drafts the curricula for the trainer of trainers component of the project.</li><li>Produces the communication materials, including brochures on SE in Romania</li></ul>

<p>United Nations Development Programme</p>	<p>To mobilize stakeholders from regional, national and local level, to ensure a smooth implementation of the project</p> <p>To appoint a member of the institution, a member who is to be the institution's representative within the project.</p> <p>To recruit the project implementation team including the key experts</p> <p>To ensure efficient communication amongst all partners involved in order to ensure the successful implementation of the project.</p> <p>Carries out the procurement of goods and services throughout the implementation of the project.</p> <p>To coordinate the initial and final analysis pertaining to the social, financial, legal and institutional environment in Romania in order to ensure efficient and effective implementation of the Social Economy concept.</p> <p>To facilitate working visits and to make sure that the representatives of the institution attend the events organized within the project.</p>
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### **Annual Review Report**

An Annual Review Report shall be prepared by the Project/Program Staff and shared with the Implementing Partner. As minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the QPR covering the entire project duration with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level. Based on the above report, an annual project review shall be conducted to assess the performance of the project and appraise the Annual Work Plan (AWP).

# I. ANNEX ANNUAL WORK PLAN BUDGET SHEET

Year 1: March 2011 – December 2011

EXPECTED OUTPUTS	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET	Amount in USD		
		Q1	Q2	Q3	Q4					
Output 1: Social Economy Reports & Recommendations (Analyses and studies in four areas)	1.1 Analysing the context for SE introduction in Romania - Analyze the Financial environment - Analyze the Institutional environment					Social Alternatives Association United Nations Development Programme	AAS UNDP	Local consultants Communications / Audio Video Equipament Printing / Productions Costs Learning Costs (CO)	71300 72400 74200 75700	41,534 1,278 23,962 5,272
Output 2: Development of Social Economy Laboratory	2.1 Setting Up and Development of Social Economy Laboratory - Developing Training materials - Developing Business models 2.2 Setting up Know How Hub Developing and publishing Social Economy Magazine Working group seminars					Social Alternatives Association United Nations Development Programme	AAS UNDP	Local consultants Learning Costs (CO)	71300 75700	149,521 1,917
Output 3: Developing education system and improving the qualifications of human resources in Social Economy.	3.1 Training for trainers in social economy 3.2 Post-graduate studies on Social Economy for social economy leaders, managers and professionals 3.3 Social Economy Summer school					Social Alternatives Association United Nations Development Programme	AAS UNDP	Local consultants Travel Learning Costs (CO) Communications / Audio Video Equipament Printing / Productions Costs	71300 71600 75700 72400 74200	34,505 6,709 5,112 1,022 15,974

	3.4 Training for local administration																		
Output 4: Social economy promotion	4.1 Social Economy National Fora								Social Alternatives Association United Nations Development Programme	AAS UNDP	Local consultants	71300	79,553						
	4.2 Social Economy Seminars										Printing / Productions Costs	74200	26,518						
	4.3 Social Economy Good Practice atlas										Learning Costs (CO)	75700	129,010						
	4.4 Social Economy Portal										Contractual Services CO	72100	151,757						
	4.5 Media campaign										Local consultants	71300	100,282						
Project management	Project Management Staff (recruitment will be made with a view to having a gender balanced project team)								Social Alternatives Association United Nations Development Programme	AAS UNDP	Rental / Maintenance Premises	73100	10,513						
											Contractual Services	72100	958						
	Recruitment and training assistance										Information Technology Equipment	72800	10,064						
		Procurement of Services and Equipment										Learning Costs (CO)	75700	9,585					
<b>TOTAL</b>													<b>523,031</b>						

UNORE Rate February 2011 - 1 USD = 3,13 RON

Outcome/Atlas Activity	Responsible Party	Donor Name	Atlas Budget Account Code	Year 1	Year 2	Year 3	Year 4	Total (USD)
Output 1: Social Economy Reports & Recommendations (Analyses and studies in four areas)	AAS UNDP	ESF	71300	41,534	10,650	38,871	5,325	96,379
			75700	5,272		5,272		10,543
			74200	23,962		23,962		47,923
			72400	1,278	1,278	0	1,278	3,834
				72,045	11,928	68,104	6,603	158,679
Output 2: Development of Social Economy Laboratory	AAS UNDP	ESF	71300	149,521	60,383	49,840	11,502	271,246
			72400		1,278			1,278
			74200		34,665	4,792		39,457
			75700	1,917	25,559	2,556	1,278	31,310
				151,438	121,885	57,188	12,780	343,291
Output 3: Developing education system and improving the qualifications of human resources in Social Economy.	AAS UNDP	ESF	71300	34,505	43,131	43,131		120,767
			71600	6,709	6,709	6,709	1,677	21,805
			72400	1,022	2,556	2,556	511	6,645
			74200	15,974	36,741			52,716
			75700	5,112	14,696	19,489	6,070	45,367
				63,323	103,834	71,885	8,259	247,300
Output 4: Social economy promotion	AAS UNDP	ESF	75700	27,157	41,534	27,157	3,195	99,042
			72100	51,757	51,118	49,521	7,987	160,383
			74200			26,518		26,518
				78,914	92,652	103,195	11,182	285,942
Project management evaluation	ASS UNDP	ESF UNDP	71300	100,282	252,372	276,909	46,151	675,714
			72100	958	1,150	1,150	192	3,450
			73100	10,513	60,363	69,948	11,775	152,598
			75700	9,585		9,585		19,169
				121,337	313,885	357,591	58,118	850,932
				523,031	689,583	693,939	96,941	1,930,912

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## II. ANNEX LEGAL CONTEXT

The legal context of this project is the Standard Basic Agreement between the UN and Government of Romania (1991)

This document together with the CPAP signed by the Government and UNDP which is incorporated by reference constitute together a Project Document as referred to in the Standard Basic Assistance Agreement and all CPAP provisions apply to this document.

Consistent with the Article III of the Standard Basic Assistance Agreement, the responsibility for the safety and security of the implementing partner and its personnel and property, and of UNDP's property in the implementing partner's custody, rests with the implementing partner.

The implementing partner shall:

- a) Put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
- b) Assume all risks and liabilities related to the implementing partner's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

The implementing partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

This Project Document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Romania and the United Nations Development Programme signed on 23 January 1991. The project will be implemented according to UNDP rules and procedures.

The present Project Document is in force until the end of the Programme. Any modification regarding the present document or budget shall be appointed in an Amendment to the Project Document, signed by all the interested parties.