

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: Center for Institutional Analysis and Development – CADI Eleutheria (IP designation through LPAC, October 2010)

Responsible Party: United Nations Development Programme

Government Cooperating Agency: Department for Interethnic Relations

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 addresses economic empowerment of Roma communities by means of applying Social Economy practices as an innovative opportunity for improvement of the economic situation of Roma in line with national strategy to this end. A special focus will be on Roma women, Roma with disabilities and Roma post institutionalised children. The project promotes SE as an instrument for integrated development by: Analysing the potential for applicability of SE practices within roma communities from a social, an economic and an institutional point of view; Training specialists in social enterprises setup and in assisting such initiatives; and promoting SE and our project within roma communities and for the Romanian public. The project is implemented by the Center for Institutional Analysis and Development (CADI Eleutheria) who is the lead applicant under the funding mechanism of the Sectoral Operational Program for Human Resources Development. The lead implementing partner was designated through the Local Project Appraisal Committee process of October 2010. 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: Social Economy – a solution for the development of roma communities in Romania
Project ID: 34922

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: 690.000 USD
Total allocated resources: 690.000 USD
Source of funds: GoR / Center for Institutional Analysis and Development (made available from European Social Fund - the Sectoral Operational Programme for Human Resources Development - 6th Priority Axis): 663.400 USD

UNDP Contribution: 26.600 USD

Agreed by Center for Institutional Analysis and Development – CADI Eleutheria

Agreed by United Nations Development Programme:

**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 Center for Institutional Analysis and Development – Eleutheria (CADI) and the Managing Authority of the ESF Operational Programme Human Resources (ESF OPHR). The project will be implemented by the Center for Institutional Analysis and Development - the Implementing Partner, ultimately accountable for the project efficient and effective implementation to the Managing Authority. CADI 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. The Government Cooperating Agency is the Department for Interethnic Relations.

UNDP will receive from CADI the amount of **690.000 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 15 instalments throughout the project implementation period.

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

The project coordination team recruited by UNDP will assist CADI 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
Institutional Analysis and Development Center – Eleutheria (CADI)	<p>Coordinator of the project, manages the allocated funds; responsible for the project implementation.</p> <p>Appoints the project team which shall include specialist experts and administrative staff.</p> <p>Coordinates the project activities as a whole.</p> <p>In charge of the budget management and the allocation of financial resources to project partners and collaborators.</p> <p>Facilitates an effective communication amongst all partners involved, which should make possible the successful implementation of the project.</p> <p>Receives and examines the narrative and financial reports received from partners and collaborators.</p> <p>Issues regular (technical and financial) reports on the progress of project implementation, the activities carried out in the period covered by the report, the indicators achieved, the results at the time of reporting and facilitates communication with the Program Management Authority.</p> <p>Facilitates / organizes working visits and the participation of the organization representatives in the events taking place as part of the project.</p> <p>Contributes with its expertise to drawing up the Report “Social Economy and roma Communities – Challenges and Opportunities,”</p>

	<p>which will bring together information, recommendations, summaries and conclusions on the socio-economic context of the roma community in Romania and the steps taken in other states to improve their situation.</p> <p>Contributes with its own expertise to issuing recommendations defining the legislative framework for the project implementation on a nationwide scale.</p> <p>Draws up, prints and distributes the Good Practices Guide in the area of Social Economy (SE). The guide brings together information and strategies of intervention through SE for the development of roma communities in other European countries.</p> <p>Works out a document, adapted to the local context (authorities, the surrounding community, local organizations), which puts together ideas of social initiatives to be implemented in the predominantly roma community areas.</p> <p>Issues curricula for training sessions for the implementation of models of social enterprises (connected with SE).</p> <p>Organizes and carries out training sessions on the topic of Social Economy (social enterprises) and issues narrative and financial reports for each session separately.</p> <p>Mounts a campaign for SE promotion amongst roma communities through media actions and travelling in the field.</p> <p>Promotes the visibility of the project and its funder.</p>
<p>United Nations Development Program (UNDP)</p>	<p>Carries out activities agreed upon jointly with the Partnership</p> <p>To mobilize stakeholders from regional, national and local level, to ensure a smooth implementation of the project</p> <p>Contracts the project implementation team (long and short-term experts).</p> <p>Contributes with its expertise to drawing up the Report "Social Economy and roma Communities – Challenges and Opportunities."</p> <p>Contributes with its expertise to drawing up the Good Practices Guide in SE.</p> <p>Contributes with its expertise to drawing up the document "Ideas of social initiatives to be implemented amongst the predominantly roma community areas."</p> <p>Takes part, alongside the Partnership Leader and the other partners, in developing the curricula for training sessions.</p> <p>Participates in organizing and carrying out training sessions on the subject of Social Economy (social enterprises).</p> <p>Takes part in organizing and carrying out the SE promotion campaign amongst roma communities.</p> <p>Participates in working visits in the field.</p> <p>Issues regular (technical and financial reports) on the project implementation progress, the activities carried out during the period covered by the report, the indicators achieved, the results at the time of reporting, etc.</p> <p>Provides the applicant's (Partnership Leader's) mandatory contribution.</p> <p>Promotes the visibility of the project and its funder.</p> <p>The United Nations Development Program operates in Romania under GD 113/15 February 1991.</p>

Annual Review Report

An Annual Review Report shall be prepared by the Project 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).

EXPECTED OUTPUTS	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME 2011				RESPONSIBLE PARTY	Funding Source	PLANNED BUDGET		Amount in USD
		Q1	Q2	Q3	Q4			Budget Description		
	(recruitment will be made with a view to having a gender balanced project team)					UNDP		Contractual Services – Companies	72100	128
	Recruitment and training assistance							Learning Costs CO	75700	9,585
	Procurement of Services and Equipment							Information Technology Equipment	72800	4,473
								Printing / Productions Costs	72400	4,473
TOTAL										218,477

UNORE Rate December 2010 - 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: The formulation of recommendations and review of good practice for roma policy in terms of social economy	CADI; UNDP	ESF	71300	35,144				35,144
			75700	511				511
			72100	3,195				3,195
			74200	15,974				15,974
			72400	0	2,556			2,556
				54,824	2,556	0	0	57,380
Output 2: Developing of social economy structures; identify business ideas (models) for targeted groups and set-up social enterprises under this model.	CADI; UNDP	ESF	71300	14,377	17,252	18,530	4,792	54,952
			75700		12,780	6,390	6,390	25,559
			74200		29,712	10,064		39,776
			72400		0	1,278		1,278
				14,377	59,744	36,262	11,182	121,565
Output 3: Promotion of social economy as a flexible and sustainable tool for the economic development and job creation	CADI; UNDP	ESF	75700	6,390	31,949	19,169	3,195	60,703
			72100	39,137	47,923	47,923	7,987	142,971
				45,527	79,872	67,093	11,182	203,674
Project management	CADI; UNDP	ESF UNDP	71300	85,090	127,931	127,931	21,716	362,669
			72100	128	192	192	32	543
			75700	9,585		9,585		19,169
			73100			5,325	1,065	6,390
			72800	4,473				4,473
			72400	4,473		0		4,473
			72200			19,169		19,169
				103,748	128,123	162,202	22,813	416,886
				218,477	270,295	265,556	45,177	875,000

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.