

UNDP Sierra Leone AWP Clearance Checklist



Empowered Lives
Resilient Nations

Cluster Name : Governance

Project ID : 00088207 Title: Conflict Prevention and Peace Preservation (CPPP)

A. Format and General Issues:

01	Submitted AWP has been prepared in Standard Prescribed Format	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
02	Project Title, Atlas Award & Project IDs are correctly mentioned/quoted	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
03	AWP Planning Workshop/consultation conducted	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
04	Annual/quarterly Project Board Meeting conducted	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
05	Minutes of the Project Board meeting attached	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
06	AWP discussed and agreed with the Implementing Partner	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
07	AWP endorsed/agreed by the Project Board/Steering Committee, if applicable	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
08	Annual HR and Procurement Plans developed and attached with the AWP	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
09	Multiyear Resource/Budget Matrix attached with the AWP	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
10	Designation of signatory for FACE form has been made – if a NIM project	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

B. Results Related Issues:

01	The AWP reflects overall priorities (National, UN and UNDP)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
02	Outputs and activities are aligned to the UNDAF, CPD and project document	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
03	A one page summary of intended/achievable results is attached	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
04	M&E plan attached and adequately budgeted in the AWP	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
05	Lessons learned have been incorporated in the AWP, as per the last APR minutes	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
06	Baseline, Target and Deliverables have been mentioned properly	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
07	Articulation of results of the AWP has followed the SMART and RBM guidelines	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

C. Resources Related Issues:

01	Total proposed budget for the AWP does not exceed approved total project budget.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
02	The AWP budget is within the scope of the funds availability/commitment.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
03	CS Agreement available for the Proposed Non-Core Resources.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
04	Appropriate provisions for GMS have been made at the Atlas Activity level.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
05	Atlas Codes (Donor, Account, Fund etc.) are consistently/properly used	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
06	The summary page reflects the resources	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
07	Provision of resources has been made for each of the planned activities/actions	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
08	The Budget comply with the spirit of Results Based Budgeting (RBB)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

D. Remarks/Comments/Justification for Returning to Cluster:

AWP Clearance Checklist prepared by

Beamie Moses Seiwoh

AWP and Checklist Reviewed and Cleared by

Annette Nalwoga

Recommended for Approval by:

Irene Ntanda

[Signature]

Programme Manager/CTA/Project Office

Date: 18.02.2016

[Signature]

Team Leader/Deputy Team Leader

Date: 18/02/2016

[Signature]

PMSU

Date: 18/02/2016

UNDP Sierra Leone AWP Clearance Checklist



Empowered Lives
Resilient Nations

Cluster Name : **Governance**

Project ID : **00088207** Title: **Conflict Prevention and Peace Preservation (CPPP)**

A. Format and General Issues:

01	Submitted AWP has been prepared in Standard Prescribed Format	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
02	Project Title, Atlas Award & Project IDs are correctly mentioned/quoted	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
03	AWP Planning Workshop/consultation conducted	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
04	Annual/quarterly Project Board Meeting conducted	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
05	Minutes of the Project Board meeting attached	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
06	AWP discussed and agreed with the Implementing Partner	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
07	AWP endorsed/agreed by the Project Board/Steering Committee, if applicable	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
08	Annual HR and Procurement Plans developed and attached with the AWP	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
09	Multiyear Resource/Budget Matrix attached with the AWP	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
10	Designation of signatory for FACE form has been made – if a NIM project	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

B. Results Related Issues:

01	The AWP reflects overall priorities (National, UN and UNDP)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
02	Outputs and activities are aligned to the UNDAF, CPD and project document	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
03	A one page summary of intended/achievable results is attached	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
04	M&E plan attached and adequately budgeted in the AWP	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
05	Lessons learned have been incorporated in the AWP, as per the last APR minutes	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
06	Baseline, Target and Deliverables have been mentioned properly	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
07	Articulation of results of the AWP has followed the SMART and RBM guidelines	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

C. Resources Related Issues:

01	Total proposed budget for the AWP does not exceed approved total project budget.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
02	The AWP budget is within the scope of the funds availability/commitment.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
03	CS Agreement available for the Proposed Non-Core Resources.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
04	Appropriate provisions for GMS have been made at the Atlas Activity level.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
05	Atlas Codes (Donor, Account, Fund etc.) are consistently/properly used	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
06	The summary page reflects the resources	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
07	Provision of resources has been made for each of the planned activities/actions	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
08	The Budget comply with the spirit of Results Based Budgeting (RBB)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

D. Remarks/Comments/Justification for Returning to Cluster:

AWP Clearance Checklist prepared by
Beamie Moses Seiwoh

AWP and Checklist Reviewed and Cleared by
Annette Nalwoga

Recommended for Approval by:
Irene Mtanda

[Signature]
Programme Manager/CTA/Project Office

[Signature]
Team Leader/Deputy Team Leader

[Signature]
PMSU

Date: 18.02.2016

Date: 18/02/2016

Date: 18/02/2016

United Nations Development Programme

Budget A



Empowered lives.
Resilient nations.

UNDAF Outcome	Justice and security sector delivery systems improved in compliance with international human rights standards
CPD Outcome	National and local dialogues on key issues of national concern facilitated
Expected Output(s)/Annual Targets: (CPD outputs linked to the above CPD outcome)	<ul style="list-style-type: none"> ▪ Increased understanding of youths rights and their duties as citizens in conflict resolution and democratic processes; ▪ Supported and strengthened youth engagement to influence policy making through sustainable models of civic education; ▪ Strengthened coordination of peace infrastructures and social cohesion for increased community dialogue and dispute resolution.
Implementing Partners	United Nations Development Programme, Sierra Leone
Responsible Parties	West Africa Network for Peacebuilding-Sierra Leone (WANEP-SL) Advocate Plus-Sierra Leone, Movement Opposed to Violence and Exclusion in Sierra Leone (MOVE-SL), Ministry of Internal Affairs, Office of National Security (ONS) and Political Party Registration Commission (PPRC)

Brief Description

Sierra Leone has made considerable advances towards lasting peace since the end of the civil war in 2002. Through support from its international and national development partners, including UNDP, a series of peace consolidation efforts and conflict resolution mechanisms have been put in place. Albeit still to be consolidated, UNDP through support from PBF, BPPS and its Core (Trac) resources, have in collaboration with selected civil society organizations (WANEP, Hope-SL, Advocate Plus), Ministry of Internal Affairs and ONS have established Early Warning and Response Systems (EW&RS), identified and trained minimum 149 dialogue facilitators and insider mediators (at least one per every Chiefdom) all around the country. Through the same project, substantial support has been provided to existing peace infrastructures nationwide, However, in spite of this remarkable progress made in preventing conflict and preserving peace, these existing peace infrastructures remain fragmented, unlegislated and uncoordinated and are not organized into any centralized form of structure like a Peace Commission in certain countries, which regulates and leads peace talks. Also the continuous lack of civic knowledge amongst the nation's youthful population, often leaving them vulnerable, and the increasing violence against girls and women recently in the country, remain a major challenge to both the government and UNDP in sustaining this effort. Therefore, the main goals of this Annual Work Plan (AWP) is to strengthen the ongoing GoSL/UNDP efforts and support all other remedial conflict resolution mechanisms by:

1. Increasing the understanding of youth in civic rights and their duties as citizens in promoting democracy;
2. Develop a national policy that will strengthened coordination of peace infrastructures for social cohesion;
3. Key national and international instruments including policies, laws, mechanisms and procedures for prevention of conflict/violence against women instituted at community levels.

Conflict Prevention and Peace Preservation Annual Work Plan (AWP) 2016

Programme Period: January-
December 2016

Strategic Plan result area:
Democratic Governance

Project Title: Conflict Prevention and
Peace Preservation

Atlas Award ID: 00088207

Atlas Project ID: 00077436

PAC Meeting Date

Management arrangements:

A

Total resource required: USD554,061

Total allocated resources (Trac): USD250,000

Unfunded budget: USD304,061

Conflict Prevention and Peace Preservation Annual Work Plan (AWP) 2016

Atlas Award ID: 00088207		Atlas Project ID: 00077436		Project/Programme Title: Conflict Prevention and Peace Preservation		UNDAF Outcome: Justice and security sector delivery systems improved in compliance with international human rights standards		CP Outcome: National and local dialogues on key issues of national concern facilitated	
Expected Outputs	Planned Activities	Timeframe				Responsible Party	Funding Source	Planned Budget Description	Amt. (USD)
		Q1	Q2	Q3	Q4				
<p>Output 1: Increased understanding of youth in civic rights and their duties as citizens in promoting democracy.</p> <p>Indicators:</p> <p>a) % Change in youth led groups knowledge in: i) civic education; ii) democratic processes</p> <p>b) Number of youth led groups actively participating violence free democratic processes – elections.</p> <p>c) Extent of youth engagement in intra and inter-parties conflict resolution (low, medium, high)</p> <p>Baseline: a) To be established by a baseline survey;</p>	<p>1. Activity Result: Enhanced youth led knowledge in the components of civic education and democratic processes.</p> <p>Action: Strengthen capacity of 14 youth-led groups (1 per district) in promoting democratic processes within and across political parties.</p> <p>Action: Select and train 14 youth-led groups (1 per district) in Civic Knowledge, Civic Skills, and Civic Dispositions.</p> <p>Action: Mobilize the media in promoting active political participation of the youth and produce dedicated TV and radio talk shows</p>	X	X	X	X		Trac	Grant - 72600	60,000
		X	X	X	X		Trac	Grant - 72600	70,000
			X	X	X		Trac	Grant - 72600	17,496
							TBM		6,504

Conflict Prevention and Peace Preservation Annual Work Plan (AWP) 2016

b) TBD; c) Low <u>Targets:</u> a) By end of 2016, knowledge of 28 youth-led groups in civic education and democratic processes increased by 50%. b) 28 youth led groups c) High	Action: Support to the National Youth Forum to campaign for political tolerance, voter education and good governance	X	X									Grant - 72600	25,000	
Output 1														147,496
2. Activity Result: A well-participated National Policy on Peace infrastructure formulated and popularized.														
Output 2: A national policy developed that support strengthened coordination of peace infrastructures for social cohesion. <u>Indicators:</u> a) A National Policy on the establishment of national peace infrastructure. <u>Baseline:</u> a) 0 (No national policy exists on the establishment of National Peace Infrastructure/Commission). <u>Targets:</u> a) A National Policy on Peace Infrastructure formulated to organize	Action: Develop National Policy on the establishment of Peace Commission for peace preservation and social cohesion. Action: Support the conduct of dialogue sessions at regional and district levels on the formulation of National Policy on peace infrastructure. Action: Support the publication of National Policy on Peace Infrastructure													
														42,061
														90,000
														11,768 6,232

Conflict Prevention and Peace Preservation Annual Work Plan (AWP) 2016

existing peace structures under one body;	Action: Promote awareness raising on new National Policy on Peace Infrastructure.								TBM	Grant - 72600	25,000
Output 2:	Total										175,061
Output 3: Key national and international instruments including policies, laws, mechanisms and procedures for prevention of conflict/violence against women instituted at community levels.	3. Activity Result: A selected number of instruments operationalized to prevent conflict and violence against women at community levels										
Indicators:	Action: Simplify and translate key policies and the Sexual Offences Act (SOA) into three main local languages (Krio, Mende & Temne) using audio/visual materials								TBM	Grant - 72600	50,000
a) Implementation of 3 national gender related laws, international protocols, policies far advanced in compliance with national and international women's rights instruments;	Action: Develop the Capacity of community network structures in 5 Districts to follow-up on SGBV and strengthen local initiatives on early warning, conflict prevention, intergenerational dialogues, human rights, peace and security								TBM	Grant - 72600	75,000
b) Number of village level structures formed and networking to champion campaigns against SGBV;											
c) Number of bye-laws to support the prevention of SGBV passed at community levels;	Action: Raise community level awareness and understanding on gender laws/instruments through civic and peace education.								TBM	Grant - 72600	40,000
d) Reduction in SGBV cases (% of SGBV cases in 2015 versus % by end of 2016)	Action: Identify and document the enactment of laws, adoption of bye-laws, domestication and/or ratification of various								TBM	Grant - 72600	25,000
Baseline:											
a) Weak implementation of 3 (national gender laws); 1 Protocol, and 2 (UN											

Conflict Prevention and Peace Preservation Annual Work Plan (AWP) 2016

<p>resolutions</p> <p>b) 0 (no village level structure in place);</p> <p>c) 0 (no bi-laws in place at community)</p> <p>d) High (SGBV cases)</p> <p>Targets:</p> <p>a) By the end of 2016, level of implementation of existing gender laws, protocols and policies increased by at least 50% thereby contributing to reduced conflict including violence against women/children (SGBV).</p> <p>b) Anti-SGBV structures set-up in at least 20 communities.</p> <p>c) Bi-laws passed in 20 communities on prevention of SGBV</p> <p>d) SGBV cases reported reduced by 50%.</p>	<p>instruments that promote/protect the rights of women and girls</p> <p>Action: Produce radio jingles with anti-SGBV messages in all ethnic languages and aired on community radio stations</p>	<p>Grant - 72600</p> <p>10,000</p>
<p>Output 3</p> <p>Total</p>		<p>TBM¹</p> <p>200,000</p>
<p>Project Management Cost (PMC)</p>	<p>Common Premises</p>	<p>TRAC</p> <p>73100 - Rent</p> <p>52,504</p>
	<p>Project running cost</p>	<p>TRAC</p> <p>72500 - Supplies</p> <p>6,000</p>
	<p>Monitoring and Evaluation</p>	<p>TRAC</p> <p>72100 - Contractual Service</p> <p>6,000</p>
	<p>Project Field Visits</p>	<p>TRAC</p> <p>71600 - Travel</p> <p>3,000</p>
	<p>Operations/Program Management Support Cost 4.6%</p>	<p>TRAC</p> <p>64300, 74500 - Direct Project Cost</p> <p>11,500</p>
	<p>Communications 1%</p>	<p>TRAC</p> <p>72400 - Communication</p> <p>2,500</p>
	<p>Project Staff/IP Capacity Building</p>	<p>TRAC</p> <p>75700 - Training, W/Shop</p> <p>3,000</p>

¹ TBM - To be mobilised

Conflict Prevention and Peace Preservation Annual Work Plan (AWP) 2016

	Project Staff Salaries	x	x	x	x		TRAC	71400 - Contractual Service Individual	17,000
	ICT Equipment for PDA	x					TRAC	72200 - Equipment	1,000
Sub-total of PMC									
GRAND TOTAL									
									102,504
									250,000

This Annual Work Plan (AWP) is based on Results Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources to achieve set results.


 Sudipto Mukerjee
 Country Director
 UNDP Sierra Leone


 Augustine Sheku
 Permanent Secretary
 Ministry of Internal Affairs

Date:.....

Date: 22/02/16