



UN Development Programme

Suriname - Cty Pgmm

Project: 00087073
Project Title: Technical Assistance to the Ministry of Regional Develop
Start Year: 2015
End Year: 2016

Budget (US\$) as of Last Revision on 28-April-2015		
Donor	Fund	Amount
UNDP	04000 TRAC (Lines 1.1.1 and 1.1.2)	80,000.00
UNDP	11888 Country Co-Financing CS	100,000.00
Total Budget (2015 and Beyond)		180,000.00
Total Utilization (2014 and Prior)		0.00
Project Total		180,000.00
Unprogrammed/Unfunded		0.00

Implementing Partner: Ministry of Regional Developme

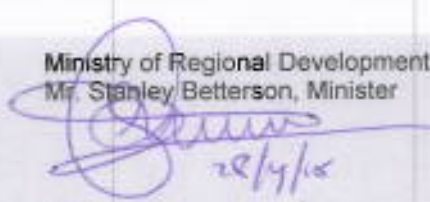
Responsible Parties: TRI-Government of Suriname

Revision Type: Project Approval

Project Description:

The main aim of this project is to support the strengthening of the institutional capacity of the Ministry of Regional Development to deliver efficient and targeted services to marginalised populations across Suriname but with particular emphasis on vulnerable and deprived communities in the hinterland. This will be achieved through support for the SURICORPS Foundation for Development; in addressing specific needs for basic services of selected vulnerable and deprived hinterland communities; and localizing the Sustainable Development Goals (SDGs). Through this project technical expertise will be attached to the SURICORPS Foundation for Development to establish a solid organizational/institutional structure and commence the first phase of service provision utilising mid-level expert volunteers. In collaboration with Stichting Fonds Ontwikkeling Binnenland (FOB), selected marginalised and deprived communities will be identified and supported in addressing their specific and urgent need for basic services and supplies such as clean drinking water and energy. Finally, the project is also meant to localize the SDGs through awareness building, information sharing and interaction with the local communities and groups of society. The developmental needs among certain groups within the society will be assessed and citizens will be made aware of their rights. The project also seeks to harness the contribution of members of the society towards the achievement of the SDGs. Communities and groups in the Surinamese society will be supported and equipped to analyse their developmental needs and will be given an opportunity to identify priorities for more wholesome development. This project will provides a forum for communities and groups to share their views and cast their voice in relation to the national developmental pathway in relation to the post 2015 Development Agenda and SDGs.

Agreed by: Ministry of Regional Development,
Mr. Stanley Betterson, Minister



28/4/15

Agreed by: UNDP,
Mr. Armstrong Alexis, DRR



28/04/2015

United Nations Development Programme

Country: Suriname

Project Document

Project Title

Technical Assistance to the Ministry of Regional Development

UNDAF Outcome(s):

1: By 2016, most excluded marginalised groups and vulnerable populations benefit from reinforced social, economic, and environmental programmes towards accelerated and equitable MDG progress, meaningful participation, and a better quality of life for all beyond the MDG agenda.

Expected CPD Outcome(s):

Area 2: Institutional capacities, policy frameworks and tools to: deliver improved services to identified vulnerable groups; and programmes for income generation and sustainable livelihoods, life and employment skills, social protection, social housing, affordable energy and food security provided to identify vulnerable and underserved groups and individuals.

Expected Output(s):

1. Organizational/Institutional Development of SURICORPS Foundation for Development
2. Improved Basic Services to selected vulnerable and deprived communities
3. Localized the Sustainable Development Goals (SDGs)

(Those that will result from the project)

Implementing Partner:

Ministry of Regional Development

Brief Description

The main aim of this project is to support the strengthening of the institutional capacity of the Ministry of Regional Development to deliver efficient and targeted services to marginalised populations across Suriname but with particular emphasis on vulnerable and deprived communities in the hinterland. This will be achieved through support for the SURICORPS Foundation for Development; in addressing specific needs for basic services of selected vulnerable and deprived hinterland communities; and localizing the Sustainable Development Goals (SDGs). Through this project technical expertise will be attached to the SURICORPS Foundation for Development to establish a solid organizational/institutional structure and commence the first phase of service provision utilising mid-level expert volunteers. In collaboration with Stichting Fonds Ontwikkeling Binnenland (FOB), selected marginalised and deprived communities will be identified and supported in addressing their specific and urgent need for basic services and supplies such as clean drinking water and energy. Finally, the project is also meant to localize the SDGs through awareness building, information sharing and interaction with the local communities and groups of society. The developmental needs among certain groups within the society will be assessed and citizens will be made aware of their rights. The project also seeks to harness the contribution of members of the society towards the achievement of the SDGs. Communities and groups in the Surinamese society will be supported and equipped to analyse their developmental needs and will be given an opportunity to identify priorities for more wholesome development. This project will provides a forum for communities and groups to share their views and cast their voice in relation to the national developmental pathway in relation to the post 2015 Development Agenda and SDGs.

Programme Period:	2012-2016
Key Result Area (Strategic Plan)	_____
Atlas Award ID:	_____
Start date:	1 May, 2015
End Date	30 April, 2016
PAC Meeting Date	_____
Management Arrangements	_____

Total resources required	180,000.00
Total allocated resources:	
• Regular	<u>80,000.00</u>
• Other:	
○ Donor	<u>100,000.00</u>
○ Donor	_____
○ Donor	_____
○ Government	_____
Unfunded budget:	_____
In-kind Contributions	_____

Agreed by (Ministry of Regional Development - Implementing Partner)

Agreed by (UNDP):

I. SITUATION ANALYSIS

Suriname, is geographically located at the north-east cost of mainland South-America, bordering in the east to French-Guyana, the west to Guyana, south to Brazil and north to the Atlantic Ocean. With a small population, the country is characterized by a diverse ethnic, religious, cultural and language composition. Suriname's small population of approximately 534,189 (2012) inhabits a land area of 163,820 km². Almost 80% of the population resides in the low lying coastal plain representing approx. 25% of the land area while 20% of the population is scattered over the rest of the country.¹ The geographical distribution of the population creates challenges in providing social services especially to those located in the Hinterland (approx. 20% of the population). Provision of social services to the hinterland is costly and logistically challenging given the absence of proper infrastructure and transportation system.

The Government of the Republic of Suriname is committed to its obligations to comply with its international development commitments as set out in the UN Millennium Declaration and to provide an impetus towards accelerated progress in the achievement of the Millennium Development Goals (MDGs) and the post 2015 development agenda.

Efforts are on the way to assist communities in their efforts to develop and achieve their development objectives, help the vulnerable and deprived communities to address their urgent needs in relation to services and access to commodities, and build knowledge, ownership and encourage their input (voice) related to the Post 2015 Development Agenda and the Sustainable Development Goals (SDGs).

Established in 1988, the Ministry of Regional Development², has been making strides in supporting communities, especially those who are vulnerable, marginalized and deprived, to address their socio-economic needs. Consistent with its continuing efforts, the Ministry has taken the initiative to establish a national volunteerism programme to provide communities with mid-level development support through assigned volunteers. The SURICORPS Foundation for Development, has been established to lead and manage this initiative. This new institute, currently only comprising of a Board of Directors, needs technical support to establish a proper institutional and management structure and appropriate policies to guide its work. The management of the volunteer programme, recruiting, training and placing volunteers and delivering sound and targeted services are expected to be form the main thrust of the SURICORPS Foundation.

The ministry consists of three (3) under directorates and is also responsible for regional governance, decentralization and development of the interior.

The Ministry of Regional Development, is mandated to³: manage the regional administration; manage relations between the regional and central government; ensure integrated government actions aimed at regional development and improving the living environment of the residents in the districts and in the reconstruction of the interior; develop and execute a coherent policy aimed at cooperation between the districts, to promote common interests; develop administrative procedures for further policy development regarding participation in promotion decisions at the level of constituencies and districts; maintain relationships with the central government dignitaries and residents

¹ Government of Suriname, MDG Report 2014, November, 2014

² <http://gov.sr/sr/ministerie-van-ro/over-ro/historie.aspx>

³ <http://gov.sr/sr/ministerie-van-ro/over-ro.aspx>

of the interior; overseeing the management of the state guest buildings; the waste disposal and cleaning services in Suriname, with the exception of Paramaribo; all secondary and tertiary civil engineering facilities in Suriname, with the exception of Paramaribo; markets throughout Suriname. Clearly a handful and diverse tasks which are not easy to deliver.

The District Commissioners who are appointed to manage central government services at the district level, fall under the daily supervision of the Director of Regional Development and are the highest ranked government authorities, representing the central government at district and regional levels. These officials are at the forefront of the engagement with the communities and are the ones confronted with the communities' requests and needs on daily basis.

In performing its tasks the Ministry of Regional Development is confronted with the absence of data, at resort and community levels, related to population composition by gender, family size (composition) and age group. This is a huge challenge which limits evidence-based decision making, resource allocation and targeted intervention related to community development plans, measurement of progress/impact of interventions and provision of guidance/instructions/feedback to local government officials and community leaders.

Through one of its working arms namely Stichting Fonds Ontwikkeling Binnenland (FOB), the ministry is also making efforts to reach out to the communities in need of basic services, facilities and supplies. Through the FOB the communities, mostly in the Hinterland, have in the past been supported with services such as the installation of water supply systems, fuel for electrification and other infrastructural provisions.

With 93% of households with access to an improved water source, Suriname is well on course to achieve target 7C of the MDGs, namely halving the proportion of people without sustainable access to safe drinking water and basic sanitation by 2015. The MDGR 2014 shows also improvements in relations to the percentage of population with sustainable access to an improved water source (86.8%:2004 to 93.7%:2012) and water resources used for consumption (1000 m³) (14,824:2004 to 23,771:2012)⁴. Despite these encouraging statistics, Hinterland Communities are known to have very little access to safe drinking water and basic sanitation.⁵

Because the availability of freshwater aquifers are located within the coastal belt, the coastal area plays an important role in the maintenance of drinking water reserves. They are the main source of potable water, especially in and around the capital of Paramaribo. The communities of the Hinterland are not so fortunate and with increasing volumes of economic activities (such as artisanal gold mining) in their living areas, the traditional water supply systems (such as streams and rivers) have become heavily polluted with sediments and mercury.

Suriname is also known for its abundant freshwater sources. Seven main rivers annually convey about 4,800 m³/sec of fresh water into the Atlantic Ocean, i.e. approximately 30% of the annual rainfall. As captured in the United Nations Development Assistance Framework (UNDAF) Action Plan 2012-2016 and the Country Programme Document (CPD) 2012-2016, UNDP will support the implementation of programmes to ensure faster progress towards achieving the Millennium Goals by 2015. UNDP has supported the government through the project "Development Reporting and Consultations" with its preparation to the 3rd International SIDS conference in Samoa and reporting on the

⁴ Government of Suriname, MDG Report 2014, November, 2014

⁵ GBS, Environment Statistics 2014, December, 2014 and Government of Suriname, MDG Report 2014, November, 2014

progress of the MDGs in 2014. In anticipation of the national consultations on the post 2015 Development Agenda and the SDGs, the communities and various groups in society need to be informed in order to help them to make informed decisions on which SDGs are relevant to them and should be taken into consideration following the regional and local context.

UNDP has provided technical assistance to the Ministry of Regional Development in testing the feasibility of establishing a national volunteer programme "SURICORPS". This exercise resulted in a report with recommendations which the ministry is keen to implement starting with the establishment of a solid organizational structure for The SURICORPS Foundation for Development.

This project document represents a legal framework for the support to be provided by the UNDP to the Ministry of Regional Development. It is based on requests from the Minister and Permanent Secretary of Regional Development, Current Board members of SURICORPS and also representative of FOB. Request for technical assistance is also formally made by the Ministry through letter 619/Secr. dated 1st of December 2014.

II. STRATEGY

Overall goal:

This project aims to support the Ministry of Regional Development, in developing/strengthening the organizational/institutional structure of the SURICORPS Foundation for Development; in addressing specific needs for basic services of selected vulnerable and deprived communities; and localizing the Sustainable Development Goals (SDGs).

Through the Ministry of Regional Development technical assistance will be provided to the SURICORPS Foundation for Development in establishing a solid organization/institutional structure and framework and the development of a management plan. In order to secure a conducive environment and ensure sustainability, the ministry will also be provided with appropriate advice on formulating a policy, regulation and legislation regarding volunteerism.

Under the aegis of this project the FOB will be supported to pilot in at least 2 (two) communities, the installation of a rain water harvesting and collection system by using guttering, piping and water tanks (duro tank) system. In order to ensure continuity and reduce the dependency on the project, the intervention will also provide training in installation and maintenance of these systems to members of the local communities. With minimal investment the project will contribute meaningfully to the improvement of the quality of life and health situation in the communities in the Interior which are currently deprived from a reliable system of running water.

Communities that are vulnerable and deprived, and specific groups of society that are mostly neglected and or excluded from national development planning and priority setting exercises, will be prepared to participate at the Post-2015 development agenda consultations and make them aware of and informed of the SDGs.

The activities related to the Post 2015 Development Agenda and SDGs under this project will be executed in tandem with other initiatives undertaken by the Government of Suriname, UN Resident Coordinator's Office, and other UN Agencies active in Suriname such as UNDP, UNFPA and UNICEF. It is also meant to contribute to a national consultation process which is still to be launched by the government of Suriname.

In supporting the overall work of the Ministry of Regional Development, the local authorities and community leaders, demographic data of the communities will be collected and database established to support the interventions captured above. Special attention will be given to issue of gender disparities and vulnerabilities of women and children.

Objectives:

The main objective of this project is to support the strengthening of the institutional capacity of the Ministry of Regional Development to delivery efficient and targeted services to marginalised populations across Suriname but with particular emphasis on vulnerable and deprived communities in the hinterland. This will be achieved through a strong programme of National volunteerism, the provision of basic services to communities and ensuring that they are empowered to have a voice in developmental processes.

The activities of this project are positioned to assist the ministry in taking leadership in the process of addressing the capacity and other urgent needs of the communities and groups of society.

The objective of a national volunteerism initiative is to encourage people (especially young people) to offer their skills/talents in service to their country and communities and in helping others in achieving a better life. By helping they are also better off by gaining necessary knowledge and skills. This win-win approach has proven to be very successful in the past. (such as the Peace Corps collaboration with the communities)

The engagements with communities and groups of society should adhere to key principles of inclusion and accountability, in order to ensure consistency, legitimacy and ownership.

Therefore efforts are made to give priority to and particular focus on effectively involving those who are commonly underrepresented or vulnerable in decision-making processes, such as tribal communities of the Hinterland, youth (students and out of school) etc. Efforts will be made to ensure that people who participate in the consultations have access to relevant information and can provide feedback and influence the results and the process of the consultations.

Expected output

If successfully completed this project will achieve the following outputs:

A Policy on Volunteerism is approved by the Ministry of Regional Development

SURICORPS Foundation for Development is strengthened with an institutional structure (management and organizational) equipped to manage a national volunteerism scheme

Vulnerable and deprived communities are supported with the provision of basic services such as clean drinking water

The SDGs are locally understood and adopted while communities and groups of society are strengthened able to cast their voice related to their development goals

Local authorities are empowered to adequately identify community needs, advocate for greater attention to be paid to needs at the local level and manage the provision of services at the community level.

Planned Activities:

In order to achieve the overall goal and objectives of this project the following activities are planned:

Secure the services of an Organizational Development expert with specialization in institutional design/development of a volunteerism organization;

Development of a proper institutional framework and execution plan for the SURICORPS Foundation for Development;

Formulation of a Policy on Volunteerism

Guide the first phase of SURICORPS implementation initiatives;

Provide support to the Stichting Fonds voor Ontwikkeling van het Binnenland (FOB) in provision of basic services and supplies for the selected vulnerable and deprived communities; pilot in at least 2 communities with water harvesting and collecting system;

Engage vocational training institutes such as the Stichting Arbeidsmobilisatie en Ontwikkeling (SAO) to train communities and/or members of communities in installation and maintenance of a basic water supply system;

Purchase of materials and installation of guttering, piping and water tanks for the provision of clean/safe drinking communities in identified pilot communities of the hinterland who are deprived from safe drinking water;

Assist FOB to mobilize additional resources to replicate and expand the water supply initiatives piloted in other vulnerable and deprived communities in the interior;

Outreach and interact with communities and groups within society on Sustainable Development Goals (SDGs), such as tribal (indigenous and maroon) communities, migrant communities, youth, and academia in collaboration with other institutions and agencies, and project(s) activities.

Report on the views and voice of related communities and groups on developmental issues i.e. SDGs

Strengthen and empower local authorities to identify community needs and advocate for attention and solutions

Collect demographic data of the communities in the margin of the implementation of project activities.

Project Budget

The project budget will reflect costs needed to achieve the objectives of the project.

Synergies will be built with and costs will also be shared on a pro-rated basis with initiatives currently ongoing in parallel with this project such as the UNRC lead of UN wide multi agency outreach initiatives on SDGs, the stakeholder consultation process under the REDD+ project among the tribal communities and major groups, the CARICOM-Japan project and the anticipated national consultation process on the Post 2015 Development Agenda.

The UNDP commits USD 80,000 from its TRAC resources while the opportunity for government cost sharing is explored collectively with the Ministry of Regional Development in mobilizing the non-core component of the budget.

Overview of project expenses: (detail see Atlas format)

Output	Source	Amount(USD)
Output 1: SURICORPS	Non-Core	100,000.00
Output 2: Basic Services	UNDP TRAC	50,000.00
Output 3: SDGs	UNDP TRAC	30,000.00
Total		180,000.00

III. RESULTS AND RESOURCES FRAMEWORK

Intended Outcome as stated in the Country Programme Results and Resource Framework:

UNDAF Outcome 1: By 2016, most excluded marginalised groups and vulnerable populations benefit from reinforced social, economic, and environmental programmes towards accelerated and equitable MDG progress, meaningful participation, and a better quality of life for all beyond the MDG agenda.

CPD Area 2: Institutional capacities, policy frameworks and tools to: deliver improved services to identified vulnerable groups; and programmes for income generation and sustainable livelihoods, life and employment skills, social protection, social housing, affordable energy and food security provided to identify vulnerable and underserved groups and individuals.

Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets:

- 1 - Existence of programmes to deliver identified social services to the poor and vulnerable especially in the interior districts.

Applicable Key Result Area (from 2012-2016 Strategic Plan): Poverty Reduction and MDGs

Partnership Strategy:

Project title and ID (ATLAS Award ID): SUPPORT TO SURINAME'S DEVELOPMENT REPORTING AND CONSULTATIONS

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS
Institutional Development SURICORPS				
Output 1 SURICORPS Foundation for Development is strengthened with an institutional structure and execution plan capable of managing a national volunteerism scheme effectively Baseline: Consultant report to Test the Feasibility of SURICORPS, Human Development Atlas Suriname	<ol style="list-style-type: none"> 1. Technical Support in development for organizational/institutional structure of SURICORPS provided 2. Advice presented to the Ministry of RO related to policy and legislation on Volunteerism 	<ol style="list-style-type: none"> 1. Securing the services of a technical expert in the development of the institutional (management and organizational) structure and execution plan for SURICORPS Foundation for Development 2. Prepare an institutional framework and execution plan 3. Present the institutional framework and execution plan to Ministry and obtain approval 4. Establish institutional framework and execute plan for year 1 5. Guide the first phase of implementation of activities. 	<p>Lead Agency : Ministry of Regional Development</p> <p>Partners: SURICORPS</p>	Technical Assistance
Indicators: Clear institutional/organizational structure and implementation plan developed				

<p>Social services communities</p> <p>Output 2 FOB supported in the provision of selected vulnerable and deprived communities with the basic/essential services such as provision of clean/safe drinking water piloted in at least 2 communities</p> <p>Baseline: MICS Report 2010, HD Atlas Suriname, MDG progress report 2014</p> <p>Indicators: Safe/cleaning drinking water supply system installed and functioning for at least 2 selected pilot communities</p>		<p>6. Advise to the Ministry of RO on policy formulation, regulation and legislation related to volunteerism</p>		
<p>Localizing SDGs</p> <p>Output 3 The SDGs are locally understood and adopted while communities are strengthened to able to cast their voice related to their development goals</p> <p>Baseline: SIDS Country Report, MDG annual progress report 2014, Human Development Atlas and MICS 2010</p>	<ol style="list-style-type: none"> 1. SAO engaged and training curriculum developed 2. Materials purchased for guttering, piping and retaining rain water 3. Pilot communities selected 4. Community members selected and trained in the installation and maintenance of the water harvesting system 5. Water harvesting system installed, tested and functioning 6. System/procedures documented for repetition/expansion to other communities 7. Demographic data collected of the pilot communities 	<ol style="list-style-type: none"> 1. Securing the services of SAO 2. Development of a training curriculum 3. Identify pilot sites(communities) 4. Purchase of materials for guttering, piping and collection of rain water 5. Selection of communities members to be trained in installation and maintenance of water harvesting system 6. Training community members to install and maintain system 7. Installing the water harvesting system 8. Test and monitor the function of the harvesting system 9. Document the process and system for repetition in other communities 10. Collect demographic data of the communities and set up a database at the Ministry of RO 	<p>Lead Agency : Ministry of Regional Development</p> <p>Partners: FOB SAO Pilot communities, Ministry of Natural Resources</p>	<p>Technical Assistance Training Material and supplies Testing and documentation</p>
<p>Localizing SDGs</p> <p>Output 3 The SDGs are locally understood and adopted while communities are strengthened to able to cast their voice related to their development goals</p> <p>Baseline: SIDS Country Report, MDG annual progress report 2014, Human Development Atlas and MICS 2010</p>	<ol style="list-style-type: none"> 1. Information sessions hold on Post- 2015 Development Agenda and Sustainable Development Goals 2. Localizing the concept of Sustainable Development by communities and groups of society such as 	<ol style="list-style-type: none"> 1. Hold sessions with communities and groups in society on Sustainable Development 2. Provide technical assistance in drafting community and groups of society report on their view on SDGs and Post-2015 Development Agenda 3. Recruitment of national consultant for drafting priority document 	<p>Lead Agency : Ministry of Regional Development</p> <p>Partners: UNRCO/UNDP/UNFPA A/UNICEF/Ministry of Foreign Affairs and</p>	<p>Technical Assistance Workshop/Seminars Material and supplies Travel costs</p>

<p>Indicators: # of communities and groups of society informed of the SDGs and reports prepared capturing clear view and voice on their position and priorities</p>	<p>Tribal communities, Youth etc. 3. Reports prepared with view and voice of communities and groups of society reflecting on their position and priorities to be used as input to the National Consultations on Post-2015 Development Agenda</p>	<p>4.. Assist communities and groups of society to present their views and priorities at the national consultation process on Post 2015 Development Agenda</p>	<p>UNDAP network Ministries ABS Institute of International Relations/ADEKUS SBC/USB Projekta SURICORPS FOB</p>	
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Output 1 SURICORPS Foundation for Development is strengthened with an institutional structure and execution plan enable to manage which could facilitate a national volunteerism scheme effectively Baseline: Consultant report to Test the Feasibility of SURICORPS; Human Development Alias Surname	1. Securing the services of a technical expert in the development of the institutional (managem ent and organizatio nal) structure and execution plan for SURICORP S Foundation for Developme nt 2. Prepare an institutional framework and execution plan 3. Present the institutional framework and execution plan to Ministry and obtain approval 4. Establish institutional framework	X X X X X	X X X	X X X	X X X	MRO\SURICORPS	Third party	- Technical Assistance -Travel costs	95000 5000
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<p>Output 3 The SDGs are locally understood and adopted while communities are strengthened able to cast their voice related to their development goals</p> <p>Baseline: SIDS Country Report, MDG annual progress report 2009 2014, and MDG baseline report 2005 Human Development Atlas and MICS 2010</p> <p>Indicators: # of communities and groups of society informed of the SDGs and reports prepared capturing clearly cast their view and voice on their position and priorities</p> <p>TOTAL</p>	<p>1. Hold sessions with communities and groups in society on Sustainable Development</p> <p>2. Provide technical assistance in drafting community and groups of society report on their view on SDGs and Post-2015 Development Agenda</p> <p>3. Recruitment of national consultant for drafting priority document</p> <p>4. Assist communities and groups of society to present their views and priorities at the national consultation process on Post 2015 Development Agenda</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>MRO/UNDP</p>	<p>Technical Assistance Workshop/Seminars Material and supplies Travel costs</p>	<p>10000 15000 1000 4000</p>	<p>USD180000</p>
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V. MANAGEMENT ARRANGEMENTS

As agreed between the Ministry of Regional Development, and the UNDP this project will be implemented according to the UNDP assisted National Implementation Modality (NIM) by the Ministry of Regional Development. Ministry of Regional Development represented by the Permanent Secretary will be the responsible partner for the implementation of this project and achievement of its results.

UNDP assistance will represent among others guidance and support in project overall management, recruitment and procurement services, and monitoring and evaluation. For these services costs will be directly incurred by the project.

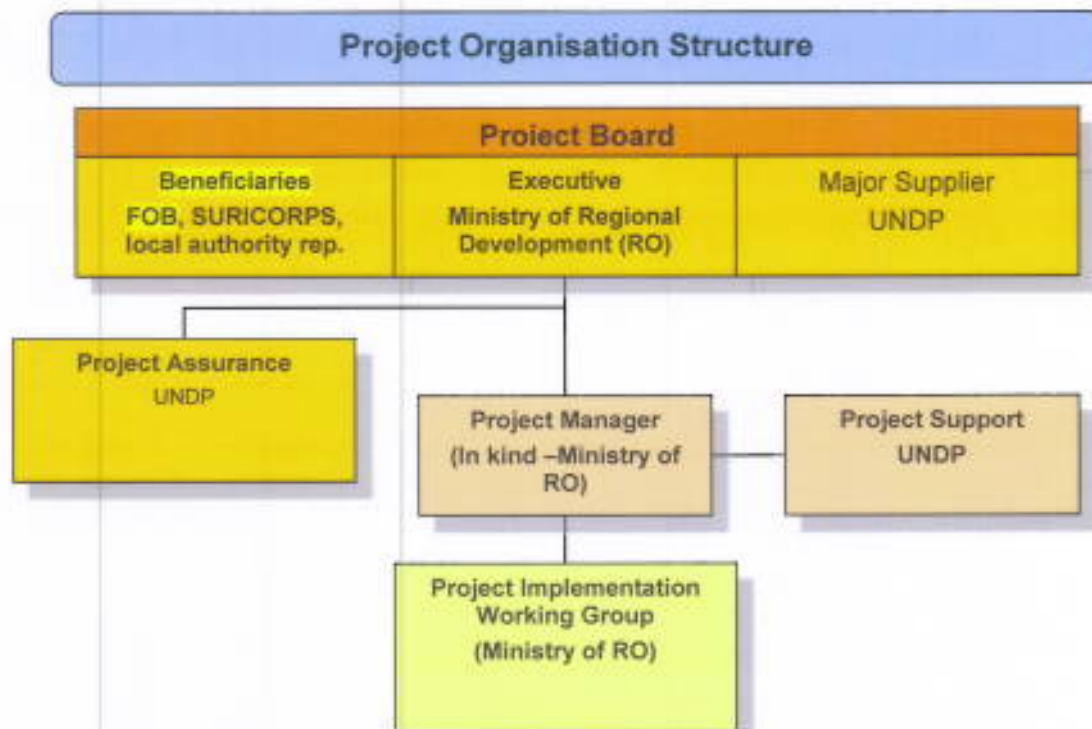
UNDP will provide project assurance, technical guidance and assistance, and also project support services, including the recruitment of consultants, rendering other services, purchase of material and supplies and direct payments. **The project support services will be provided as agreed by the Ministry** and respective charges will be incurred by the UNDP through the direct costing modality in accordance to the exiting cost recovery guidelines.

A focal point will be assigned by the Ministry to coordinate and take the lead in the day to day implementation for the various activities of the project.

A Project Steering Committee will be formed to provide overall guidance and direction on the project, and will be comprised by the Ministry of Regional Development, the UNDP and FOB, SURICORPS and local authority representative.

The UNDP as main partner of the government in this project will provide the initial funding for the project using its core development resources. Resources from government and other development partners will be mobilized to contribute to particular activities or components of the project. In such case the funding will be treated as cost-sharing contribution and will be managed by the UNDP using its appropriate guidelines and procedures.

The resources will be made available to the project in accordance with the direct payment modality under the Harmonized Cash Transfer (HACT).



The HACT micro assessment for the UNDAF/UNDAP programme cycle 2012-2016 is completed and the result has been presented to the Government of Suriname. The assessment for the Ministry of Regional Development, is moderate risk similar to the majority of government ministries, and will guide the need for capacity support and related alignment of the implementation modality under the aegis of this project.

This project will also build on previous support provided by UNDP such as testing the feasibility of the SURICORPS, contribute to the achievement of Outcome and Outputs as described in the CPD and build synergies with other initiatives by UNDP and other UN Sister Agencies under the umbrella of UNDAF/UNDAP.

All nationally-implemented projects must be audited periodically. The UNDP country office draws up an annual audit plan for NIM projects by October/November of each year and submitted to the Office of Audit and Investigation (OAI) for approval. The audit plan lists the projects scheduled to be audited, considering among other things, whether the project has previously been audited, the volume of expenditure, and the number of projects. As per guidelines of OAI, the level of risk and related threshold, the project is enlisted for annual audit. Each NIM project should at least be audited once in its lifetime.

The United Nations Development Programme (UNDP) shall be entitled to all intellectual property and other proprietary rights including but not limited to patents, copyrights, and trademarks, with regard to products, documentation, or modifications which are produced, prepared or collected under this project. At the Government of Suriname's request, the UNDP shall take all necessary steps, execute all necessary documents and generally assist in transferring them to the

Government in compliance with the requirements of the applicable rules and guidelines, agreements and law.

Time planning

The project will start officially in May, 2015 and last until the end of April, 2016. As a matter of urgency – and following request from the Ministry of Regional Development the identification/soliciting process of a suitable candidate for technical assistance to SURICORPS Foundation for Development has been initiated before the official signing of this project.

VI. MONITORING FRAMEWORK AND EVALUATION

Monitoring and evaluation of the project will be undertaken in accordance with the programming policies and procedures outlined in the UNDP User Guide.

➤ **Project M&E:**

Project monitoring and evaluation (M&E) will:

- 1) focus on results at two levels: at output level, and at outcome level, in which the project has contributed to overall institutional capacity of the Ministry of Regional Development, SURICORPS and FOB;
- 2) enhance management efficiency and effectiveness of the project and ensure involvement /participation of all stakeholders; and
- 3) focus on assessment of progress and sustainability, and on experiences and lessons learnt to support more informed decision-making and dissemination of project results.

Monitoring will be conducted by UNDP and the Ministry of Regional Development during the project cycle. Monitoring reports will be prepared and shared among the partners. The Ministry of Regional Development in its role as implementing partner, will submit to UNDP an Annual Project Review, including the Annual Work Plan Monitoring Tool.

- **Quarterly reports:** The Ministry will prepare and submit quarterly project reports based on the progress, to support day to day monitoring and implementation, as well as information sharing among concerned parties. Progress reports will not only focus on the project itself, but also involve related achievements, issues, changes, setbacks and lessons learned in light of the overall objective and related outputs of the project, to support more informed decision-making and dissemination of project results.
- **An Annual Review Report** will be prepared by the Project Manager, shared with the Project Assurance/Steering Committee and submitted to UNDP. As minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the QPR covering the whole year 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 annual review report, **Annual Project Review** shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. The annual review will be a tool to ensure periodic assessment on whether the approach and interventions will produce the expected outcomes.
- **Final review:** in the last year, a final assessment will be made. Reviews will focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes. Both annual review and final review are driven by the Project Assurance/Steering Committee and may involve other stakeholders as required.
- An **Issue Log** shall be activated in Atlas and updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change.
- Based on the initial risk analysis submitted, a **risk log** shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.

- A **project Lesson-learned log** shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project
- A **Monitoring Schedule Plan** shall be activated in Atlas and updated to track key management actions/events

VII. LEGAL CONTEXT

The Government of Suriname and the United Nations Development Programme (UNDP) had entered into a Standard Basic Assistance Agreement (SBAA) to govern UNDP's assistance to the country, which was signed by both parties on April 29, 1978.

Based on Article I, paragraph 2 of the SBAA, UNDP's assistance to the Government shall be made available to the Government and shall be furnished and received in accordance with the relevant and applicable resolutions and decisions of the competent UNDP organs, and subject to the availability of the necessary funds to the UNDP.

This project document shall be the instrument referred to as such in Article 1 of the SBAA.

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

The executing/implementing agency 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 executing/implementing agency'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.

VIII. ANNEXES

Risk Analysis. Use the standard [Risk Log template](#).

Terms of Reference:

TOR for Organizational Development technical expert/consultant/IUNV

Capacity Assessment: Results of capacity assessments of Implementing Partner (including HACT Micro Assessment)

Annex 1: OFFLINE RISK LOG
(see [Deliverable Description](#) for the Risk Log regarding its purpose and use)

#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
	Enter a brief description of the risk (In Atlas, use the Description field. Note: This field cannot be modified after first data entry)	When was the risk first identified (In Atlas, select date. Note: date cannot be modified after initial entry)	Environmental Financial Operational Organizational Political Regulatory Strategic Other Subcategories for each risk type should be consulted to understand each risk type (see Deliverable Description for more information) (In Atlas, select from list)	Describe the potential effect on the project if this risk were to occur Enter probability on a scale from 1 (low) to 5 (high) P = Enter impact on a scale from 1 (low) to 5 (high) I = (In Atlas, use the Management Response box. Check "critical" if the impact and probability are high)	What actions have been taken/will be taken to counter this risk (In Atlas, use the Management Response box. This field can be modified at any time. Create separate boxes as necessary using "+", for instance to record updates at different times)	Who has been appointed to keep an eye on this risk (In Atlas, use the Management Response box)	Who submitted the risk (In Atlas, automatically recorded)	When was the status of the risk last checked (In Atlas, automatically recorded)	e.g. dead, reducing, increasing, no change (In Atlas, use the Management Response box)
1	Timely availability experts (human resources)	Feb 2015	Strategic & Operational	Delay in implementation P = 3 I = 4	Early correspondence soliciting process to identify candidates	MRO	UNDP	Feb 2015	Ongoing follow-up by UNDP and MRO
2	Country's Election process	Feb, 2015	Political & Strategic	Delay and Stall of activities P = 4 I = 4	Highlighted on the preparatory meeting	MRO	UNDP	Feb 2015	No action taken further
3	Access and availability of communities and groups of society	Feb, 2015	Environmental and operational	Delay in implementation P=3 I=4	Timely planning and early mobilisation	MRO	UNDP	Feb 2015	Close monitoring

Project Title: SUPPORT TO SURINAME'S DEVELOPMENT REPORTING AND CONSULTATIONS **Award ID:** **Date:**

Annex II (b)
Draft Terms of Reference (TOR)
Organizational Development technical expert/consultant/IUNV for SURICORPS

A national volunteerism programme has been proposed by the Ministry of Regional Development (MRO) and is designed to replace other international volunteer programmes such as the PEACECORPS which has traditionally supported the development of the communities in the interior of Suriname

Through the efforts of the Minister of Regional Development, a SURICORPS Foundation for Development (SURICORPS) has been established to provide opportunities for Surinamese and international volunteers to support the identification and achievement of development priorities of the communities in the interior and to build local capacity to sustain achieved development results. It is foreseen that in the first couple of years the government of Suriname and the UN will work together to establish and implement a successful volunteer development programme through the SURICORPS.

With technical support from UNDP, a technical review of the need for and validity of a Suriname "home grown" volunteer programme has taken place. The review has determined that SURICORPS is a worthwhile intervention to respond to community level development needs and for building civic responsibility and a spirit of volunteerism in Suriname.

The UNDP Country Office in Suriname is committed to providing follow-up technical assistance to the MRO in operationalizing the national volunteer programme and to develop SURICORPS to become a mature institution equipped to fulfil its role.

For this purpose the services of an international technical expert/consultant/IUNV will be rendered to assist the Ministry of Regional Development in designing an institutional framework and development plan for SURICORPS and guide/oversee the implementation of the first phase of this plan.

In consultation with the major stakeholders including Government, Youth organizations and representatives, traditional authorities and community representatives, NGOs working in the interior, the UN agencies and other development partners, the technical expert/consultant/IUNV will develop/propose an institutional, management and administrative structure for SURICORPS.

Under the overall direction and guidance of UNDP Focal Point and in close collaboration with the MRO and SURICORPS, the technical expert/consultant/IUNV will undertake the following tasks:

1. Design the institutional framework for SURICORPS including management and administrative structures and agency organigram.
2. Draft an Institutional Development Plan for SURICORPS and seek approval of the plan by the Government of Suriname i.e. MRO
3. Oversee and guide the implementation of the plan by SURICORPS
- 4. Coordinate the establishment of links/network between SURICORPS with other volunteer organizations and programmes, for the purpose of knowledge sharing, technical assistance related to the recruitment, guidance and facilitation of Volunteers
- 5. Coordinate the establishment of communication channels with potential partners (international and local such as Universities, local communities and Youth Organizations) for recruitment and placement of volunteers

Language Requirements:

Excellent knowledge of spoken and written English or Dutch.

Other Skills/Competencies:

Excellent organizational development skills

Good communication skills

Creativity and innovation

A team player

Involvement/experience with volunteerism organizations

Duration:

1 year.



Annual Work Plan

Suriname - City Pgmm

Project: 00087073

Report Date: 28/4/2015

Project Title: Technical Assistance to the Ministry of Regional Develop

Year: 2015

Output	Key Activities	Timeframe		Responsible Party	Planned Budget				
		Start	End		Fund	Donor	Budget Descr	Amount US\$	
00094218 Technical Assistance to the Mi	Basic Services	1/5/2015	30/4/2016	TRI-Government of Suriname	04000	UNDP	72300	Materials & Goods	35,000.00
				TRI-Government of Suriname	04000	UNDP	75700	Training, Workshops and	5,000.00
	Localizing SDGs	1/5/2015		TRI-Government of Suriname	04000	UNDP	72100	Contractual	10,000.00
			30/4/2016	TRI-Government of Suriname	04000	UNDP	71600	Travel	4,000.00
				TRI-Government of Suriname	04000	UNDP	71400	Contractual Services - Indvid	10,000.00
				TRI-Government of Suriname	04000	UNDP	72300	Materials & Goods	1,000.00
				TRI-Government of Suriname	04000	UNDP	75700	Training, Workshops and	15,000.00
				TRI-Government of Suriname	11888	UNDP	71600	Travel	5,000.00
	TA to SURICORPS	1/5/2015	30/4/2016	TRI-Government of Suriname	11888	UNDP	71200	International Consultants	95,000.00
	TOTAL								180,000.00
GRAND TOTAL								180,000.00	