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Resilient nations.*



**United Nations Development Programme
Project Document**

Country: Swaziland

**Project Title: Support to the Federation of Swaziland Employers and Chamber of Commerce
- Business Women's Forum of Swaziland (FSE&CC-BWFS)**

Narrative: The project under the leadership of the BWFS aims at expanding women's economic opportunities through promoting entrepreneurship and improving access to information and productive resources to facilitate economic growth. In addition, it will also strengthen existing Small Middle Enterprise (SME) support infrastructure and implementation of national policies, strategies and action plans.

PRSAP Pillar 3: Empowering the poor to generate income & reduce inequalities.

PRSAP Strategic Objective P30406: Encourage SMEs to invest in training and build the capacities of businesses

UNDAF 2011-2015 Pillar 2: Poverty Reduction and Sustainable Livelihoods

UNDAF 2011-2015 Outcome 2.2: Increased and more equitable access of the poor to assets and other resources for sustainable livelihoods.

CPAP 2011-2015 Pillar 1: Poverty and Sustainable Livelihoods

CPAP 2011-2015 Outcome 1.2: Women have capacity and accessing their rights

CPAP 2011-2015 Outcome Indicators 1.2: Women's rights and their access to productive resources enhanced

Executing Entity: Ministry of Economic Planning and Development

Collaborating Partner: Federation of Swaziland Employers and Chambers of Commerce

Implementing Partner: Business Women Forum Swaziland

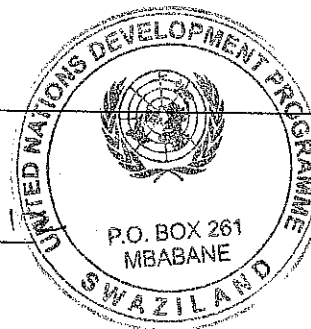
Programme Period: 2011-2015	Total annual budget: US\$60,000.00
CPAP Programme Component: Poverty Reduction Sustainable Livelihood	UNDP Regular: US\$60,000.00
Project Title: Support to the Federation of Swaziland Employers and Chamber of Commerce - Business Women's Forum of Swaziland (FSE&CC-BWFS)	In-kind Contributions FSE&CC: Office space, telephone, and transport
Atlas ID: 00077632	
Project Period: 2012	

Agreed by Federation of Swaziland Employers & Chamber of Commerce: Mabuz

Date/Month/Year: 10th February 2012

Agreed by UNDP: [Signature]

Date/Month/Year: 10 - 02 - 2012



1. SITUATIONAL ANALYSIS

Women are playing a significant role in national growth, as they contribute to the economy at various levels and in different activities as provided for in the National Development Strategy - Vision 2022 and Poverty Reduction Strategy Action Programme (PRSAP). The Small, Medium and Micro Enterprises (SMME) Policy recognizes that there is a need to promote women entrepreneurship. The National Gender Policy and Action Plan also recognizes that strengthening of women's roles and opportunities in the economic sector creates the foundation for household and community resilience to different forms of shocks both in the urban, semi-urban and rural settings.

The key challenges for women economic empowerment which were identified by grassroots representatives during regional dialogues (2009/2010) held in preparation of the Swaziland Women's Decade 2010-2020 included:

- Limited access to productive resources due to outdated legislation: Due to limited property rights women often lack collateral/security for loans. Financial institutions generally do not recognize married women as creditors without their husband's consent.
- Lack of entrepreneurial and business management skills: Training on income creation and entrepreneurial activities often does not sufficiently target women's specific issues, such as access to and control over resources.
- Lack of mentoring and coaching programs was identified as one of the weakest areas in women entrepreneurship promotion¹.
- Limited access to markets for informal producers of which the majority is women: There is not sufficient infrastructure in place to promote economic activity of producers in the informal sector such as access to water and sanitation points, market days.
- Other barriers specific to women include low literacy levels, limited awareness of relevant business support services and dual roles in the domestic sphere².

The Business Women Forum of Swaziland (BWFS) under the auspices of the Federation of Swaziland Employers and Chamber of Commerce (FSE&CC) is taking the lead in addressing women in business specific needs. Using the five-year strategic plan (2010 -2014) and Communications and Advocacy strategy (2011 -2015) developed in line with the national and international tools of the eradication of gender inequalities in business and poverty alleviation through economic empowerment, the Forum is working towards the attainment of her vision which is **"to be the leading organisation that fosters the development and economic empowerment of women in Swaziland"**.

2. OBJECTIVES

The objectives of the project are:

- To conduct advocacy and networking activities/forums aimed at assisting women in business fulfil their aspirations and also address the challenges that they face when doing business individually or as an association. This will be aimed at educating women in business on policies that affect them. Conduct lobbying and advocacy activities aimed at awareness raising and education on women economic empowerment (addressing legal and structural barriers).

¹ Assessment of the Enabling Environment for Women's enterprises in Swaziland, December 2009, p. 40.

² Scaling Up Innovation and Entrepreneurship for Rural Women in Swaziland: The Role of the Private Sector 2009.

- To create sustainable women-owned enterprises through the Post Graduate Placement Programme (PGPP) with an objective to offer business development services to women owned business. This will involve periodic visits to trained women entrepreneurs to provide business management support, mentorship, and advisory services.
- To promote access to information on registration, licensing, financing modalities, business and trade related information and research through the BWFS information centre.
- To undertake capacity building programs aimed at creating sustainable enterprises and up-skilling specific sectors on innovation and product development and agriculture sector on agribusiness management and marketing. Training on information systems and the use of technology to improve the operating environment and reduce costs for women entrepreneurs.
- Improve access to markets for women-own businesses through local and regional exhibition.
- To strengthen the secretariat and institutional capacity to deliver on the BWFS five year strategic plan

3. STRATEGY

The project aims at addressing issues raised in the National Gender Policy of 2010 and the PRSAP Vol 2 which seeks to:

- Promote self-employment opportunities through entrepreneurship and economic empowerment to limit dependence on wage employment.
- Strengthen entrepreneurial skills for women through training in Small and Medium Enterprise development.
- Promote creation of self-employment and business opportunities in other fields that are non-agricultural.
- Encourage women to use information technology for business transactions and marketing.

Specific strategies for economic empowerment of women and the enterprises include the promotion of self-employment opportunities, capacity development; encourage the use of technology, lobbying and advocacy for an improved enabling business environment and sustainable women-owned businesses.

4. MANAGEMENT ARRANGEMENTS

The funds for this project will be provided by UNDP and (other development partners). UNDP will be the main responsible Agency with regards to budget control and oversight. The Federation of Swaziland Employers and Chamber of Commerce (FSE&CC) will be the collaborating partner providing in-kind contribution. The Business Women Forum Swaziland (BWFS) will be the implementing partner (IP) and will work with the Deputy Prime Minister's Office - Gender Coordination and Family Issues Unit (DPMO-GCFIU) Ministry of Trade, Commerce and Industry (MTCI), University of Swaziland (UNISWA), Technoserve and other private and civil society organisations to undertake the project activities.

The fund execution modalities will be the National Implementation Modality (NIM) using HACT processes.

UNDP Programme Managers and Policy Advisors at UNDP-headquarters, UNDP-Regional office and the UNDP Swaziland country office programme management structures will provide overall supervision and guidance in the implementation of the project.

5. MONITORING AND EVALUATION

The project monitoring and evaluation procedures will be aligned to the Country Programme Action Plan 2011-2015. Quarterly monitoring visits and reports using the UNDP and HACT standard templates will be used to track implementation of planned activities, expenditures, and achievement of the output results.

Identified risks: The project will be undertaken during a time when the country is going through economic and fiscal with observed depressed entrepreneurship activity.

6. LEGAL CONTEXT

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 SBAA [or other appropriate governing 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".

7. RESULTS AND RESOURCES FRAMEWORK

PRSAP Pillar 3: Empowering the poor to generate income & reduce inequalities.

PRSAP Strategic Objective P30406: Encourage SMEs to invest in training and build the capacities of businesses.

UNDAF 2011-2015 Pillar 2: Poverty Reduction and Sustainable Livelihoods

UNDAF 2011-2015 Outcome 2.2: Increased and more equitable access of the poor to assets and other resources for sustainable livelihoods.

CPAP 2011-2015 Pillar 1: Poverty and Sustainable Livelihoods. **CPAP 2011-2015 Outcome 1.2:** Women have capacity and accessing their rights.

CPAP 2011-2015 Outcome Indicators 1.2: Women's rights and their access to productive resources enhanced.

Project Title and ID (ATLAS Award ID): 00077632

Intended Output	Output Targets	Indicative Activities	Responsible Parties	Inputs
1. A vibrant lobbying and advocacy	<ul style="list-style-type: none"> - 200 women educated and aware of business policies that affect their businesses - # of documented responses to issues raised by our lobbying and advocacy - # of decisions that have been taken at country level that has the BWFS's direct input 	<ul style="list-style-type: none"> - Documented commentary on business/gender related policies PFM Bill and the procurement, deeds registry act, the marriage act and administration of estates act. - Meetings / caucuses with government, local government, and other development partners with regards to issues that affect the environment, welfare and ease of doing business for women in business. 	FSE&CC, BWFS, MoTCI	Technical support, conference facilities, financial support
2. Women in business trained on entrepreneurship following a set curriculum on entrepreneurship	<ul style="list-style-type: none"> - 500 women in business and the youth trained in the identified areas. - 100 women in agriculture trained and mentored in agribusiness management and marketing. - # of new women-owned businesses registered 	<ul style="list-style-type: none"> - identify the training groups -conduct at least one workshops and one seminars per quarter. - Conduct quarterly follow-up sessions with trained women entrepreneurs. 	FSE&CC, BWFS, UNDP, MoCTI, Technoserve, UNISWA SIFE	Conference facilities, Technical support, Financial support, Secretariat support
3. Increased access to local and regional markets	<ul style="list-style-type: none"> - 200 women entrepreneurs exhibit in market days and symposium -10 women exhibiting on two trade fairs in selected countries in the SADC region 	<ul style="list-style-type: none"> - identify exhibition facilities and trade fairs - Conduct at least one market day per quarter in two regions of Swaziland - attend two trade fairs in selected SADC countries 	FSE&CC, BWFS, UNDP, MoCTI	Exhibition facility, Financial support, Secretariat support
3. Increased access to business information and technology by the business women.	<ul style="list-style-type: none"> -World wide web access and promotion of the BWFS and lobby and advocate for e-business -100 women in business utilizing BWFS website. - 200 women entrepreneurs trained and have access to internet 	<ul style="list-style-type: none"> -Advertising women entrepreneurs on the BWFS website. - Training on the use of internet and providing access to internet through use of identified internet cafes 	FSE&CC, BWFS, UNDP	Technical support, funds
4. Increased access to financial	<ul style="list-style-type: none"> - Financial support for 100 women and girls living in the rural communities 	<ul style="list-style-type: none"> - Grants awarded to selected viable agricultural initiatives 	FSE&CC, BWFS, UNDP, MoA	Technical support, funds

resources for women and girls in the rural areas	- Creation of market opportunities for agricultural products	- Establishment of 5 distribution outlets - Training on quality management, packaging and food processing		
5. BWFS Secretariat strengthen	-Enhanced capacity of the BWFS to deliver on the strategic plan - Support for establishment of knowledge centre for business women	- Review strategic plan	FSE&CC, UNDP	Funds, support technical

8. ANNUAL WORK PLAN BUDGET SHEET - YEAR: 2012

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	Funding Source	PLANNED BUDGET	
		Q1	Q2	Q3	Q4			Budget Description	Amount US\$
<p>Output 1: Women in business with specific emphasis on the rural women entrepreneurs trained on business management, use of information technology in business, unpacking business opportunities and development skills to improve the operating environment and reduce business costs.</p> <p>Indicator 1.1: Six with 600 women trained in selected business skill needs</p> <p>Indicator 1.2: Two seminars aimed creating sustainable enterprises for economic development</p> <p>Indicator 1.3: Two market days, one symposium and exhibiting in two trade fairs undertaken.</p> <p>Indicator 1.4: One agricultural initiative targeting women and girls in the rural communities</p>	<p>1.1: Conduct skills development programs</p> <p>1.2: Convene network forum for skills development aimed at creating sustainable women-owned enterprises for economic development.</p> <p>1.3: Increase access to local and regional markets for women in business through networking with guest local/regional business personalities, government officials and other partners when they are invited to market days and symposium.</p> <p>1.4: Identify one agriculture initiative for women and girls and support its establishment with key partners.</p>	x	x	x	x	BWFS, Technoserve	UNDP FSE&CC	Training/meeting facilities Consultants Travel Printing	20,000 3,000 5,000

<p>Output 2: The Business Women's Forum Secretariat/Facilitators Role Strengthened</p> <p>Indicators 2.1: BWFS Strategic Plan review</p> <p>Indicator 2.2: Post Graduate Placement Programme report and job fairs.</p> <p>Indicator 2.3: # of Women accessing and using information from the BWFS website and information centre.</p> <p>Indicator 2.4: # of documented responses to issues raised by our lobbying and advocacy and decisions that have been taken at country level that has the BWFS's direct input</p> <p>Indicator 2.5: Mandate of the BWFS mandate strengthened.</p>	2.1: Support for review of strategic plan	x	x	x				FSE&CC, BWFS, UNDP, UNISWA, SIFE	UNDP	Consultants Printing Meetings	3,000
	2.2: Facilitate the Post Graduate Placement Program and job fairs.	x	x	x	x				UNDP		20,000
	2.3: Develop and manage the information/resource centre.	x	x	x	x				UNDP, BWFS, FSE&CC		5,000
	2.4 Support for women participation in policy formulation.	x	x	x	x				UNDP, BWFS, FSE&CC		2,000
	2.5 Conduct annual General Meeting, board meetings, communication and administration.	x	x	x	x						
Administration Costs											
Total											
Grand total											
											60,000.00