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19 February 2014

Subject: Future is in Tourism - Sustainable Tourism Support Fund and Capacity Development for Sustainable Community Based Tourism Projects –Annual Work Plans

Dear Mr. Aslan,

We are pleased to share with you the Annual Work Plans of the mentioned projects. As the implementing partner, we would appreciate your kind signature and return the originals to us for further processing.

I would like to take the opportunity to thank you for an excellent partnership and we look forward to our continued close cooperation.

With kind regards,

Sincerely Yours,

Matilda Dimovska

Deputy Resident Representative

Mr. Adnan Aslan
General Director of Investment and Establishments
Ministry of Culture and Tourism
Ankara

Enc: 2 Annual Work Plans

Project Name: Capacity Development for Sustainable Community Based Tourism Project
 Project Number: 00085036
 Year: 2014

ANNUAL WORK PLAN / YEAR: 2

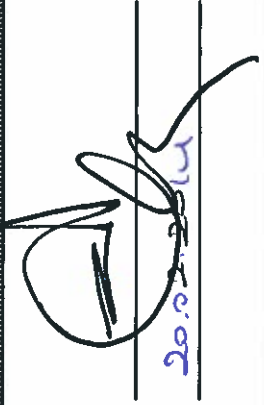
EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESP. PARTY	Funding Source	PLANNED BUDGET	
		Q 1	Q 2	Q 3	Q 4			Budget Description	Amount
Output 1 Capacities of Ministry of Culture and Tourism as well as other central and local actors developed for more strategic and effective support for sustainable community based tourism in Turkey in order to increase diversity of tourism activities, expand seasonal concentration and income generation Baseline: Indicators: Targets: Related CP outcome:	Capacity Assessment and Development at the Central and Local Level Action: Review Tourism Strategy of Turkey-2023 and action plan and provide inputs for 2013-2018 Action Plan in order to support development of cbt initiatives	x					71400-Service Contracts 71200 - Int. Consultants 71300 - Local Consultants	23,000 USD 15,000 USD 100,000 USD	
	Action: Site visits and consultations with local initiatives (in selected 3-4 region/sites representing Turkey)	x					71600-Travel 72100-Meeting /Workshop/Translation Costs	52,000 USD 55,000 USD	
	Action: Prepare site assessment reports including possible models for cbt development relevant to Turkish cases		x						
	Action: Review the existing rules and regulations of MoCT for small scale new establishments at the local level	x					72300-72400-72500-74200-74500- Materials and Goods - Communication- Stationary-Audio Visual Printing- Miscellaneous	46,000 USD	
	Action: Review the existing financial rules and regulations including obligations and exemptions of the small scale tourism initiatives	x							

<p>Action: Continue reviewing legal framework and produce an analysis indicating the gaps and conflicts for development of local level cbt initiatives</p>	x	x	x	x	x	x	x	x	x	x	x
<p>Action: Produce user friendly guidelines for small scale tourism initiatives including sections of certification, finance etc</p>	x	x	x	x	x	x	x	x	x	x	x
<p>Action: Facilitate working group meetings / workshops with tourism related CSOs, private sector representatives, line Ministries and Academia to finalize assessment at the central and local level</p>	x	x	x	x	x	x	x	x	x	x	x
<p>Action: Facilitate a working group of trainers (form Academia, private sector, NGOS) to produce alternative training materials to support small scale tourism initiatives</p>	x	x	x	x	x	x	x	x	x	x	x
<p>Action: Prepare training materials and agenda (including theoretical and on the job components) ready to be used at the relevant departments of Ministries and Universities</p>	x	x	x	x	x	x	x	x	x	x	x
<p>Action: Produce a strategy document and an action plan based on the analysis of existing situation for capacity development at the central and local level for cbt development including governance structures, diversified certification, monitoring sustainability criteria etc</p>	x	x	x	x	x	x	x	x	x	x	x
<p>Action: Make analysis with surveys and site visits, define strategies and objectives for possible destinations with a community based tourism development approach</p>	x	x	x	x	x	x	x	x	x	x	x
<p>Management Costs</p>											
<p>Admin Costs</p>											
<p>TOTAL</p>											
<p>8.000 USD</p>											
<p>9.000 USD</p>											
<p>308.000USD</p>											

	<p>Action: Analyze funding mechanisms (IPA, GAP, DAs, Government etc.)</p> <p>Action: Prepare project documents/strategies for selected destinations and establish a connection with possible funding mechanisms</p> <p>Action: Continue facilitating working group meetings / workshops with tourism related CSOs, private sector representatives, line Ministries and Academia to develop recommendations for a better legislative, institutional and/or operational framework</p> <p>Action: Support initiation and capacity building activities of projects for selected destinations</p> <p>Action: Implement capacity development / training programs based on the strategy for the Ministry and other relevant actors in order to support development of cbt initiatives</p> <p>Action: Organize an international conference, support networking and experience sharing with international examples, local level examples and policy makers</p> <p>Action: Establish communication and study visit to successful examples</p>	x	x	x	x													
TOTAL														308.000 USD				

Ministry of Culture and Tourism

National Project Coordinator


20.02.2014

On Behalf of UNDP

Authorized Representative


26.02.2014