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PROJECT DOCUMENT
Bosnia and Herzegovina

Project Title: Preparatory Assistance: Support to BiH on EU Acquis Alignment Process
Project Number: 00091981
Output Project Number: 00096910
Implementing Partner: UNDP Bosnia and Herzegovina
Start Date: 01.04.2016 **End Date:** 31.12.2016 **PAC Meeting date:** 16.03.2016

Brief Description

The Project will assist Bosnia and Herzegovina (BiH) with the Chapter 23 - Judiciary and Fundamental Rights and 24 - Justice, Freedom and Security of EU Acquis. The need for this preparatory assistance is based on recent developments and recently submitted BiH membership application to join the European Union. In addition, it is related and already reflected in the fact that UNDP received official assistance for support from the Ministry of Security BiH (MoS) for assistance in drafting and publishing of Integrated Border Management Strategy and Action Plan and Small Arms Light Weapons Strategy and Action Plan, which are the strategic documents correlated with BiH obligations in terms of fulfilling obligations arising from Chapter 24 – Judiciary and Fundamental Rights of EU Acquis. UNDP, through this Preparatory Assistance Project, will explore additional areas of cooperation relevant to EU accession process such as Preventing Violent Extremism and Integrated Border Management, more specifically combating security issues in the BiH border area all for the purpose of preparation of full-fledged projects. In addition, UNDP will explore the issue of governance and functional linkages between Ministry of Security BiH and BiH agencies operating in the BiH border area for the purpose of preparation of a project idea thus contributing to BiH obligations when Chapter 24 – Justice, Freedom and Security is concerned. This Preparatory Assistance will be superseded by the full-fledged project and project document or revision document after its full signature, which will be finalized within the project duration.

Contributing Outcome (UNDAF/CPD):
 By 2019, there is effective management of war remnants and strengthened prevention and responsiveness for man-made and natural disasters.

Indicative Output(s):
 Sustainable remnants of war and arms control management in place
 Communities and institutions empowered to address citizen insecurity and response to violence, including gender-based.

Total resources required:	USD 50,000.00	
Total resources allocated:	UNDP TRAC:	50,000.00
	Donor:	0.00
	Donor:	0.00
	Government:	0.00
	In-Kind:	0.00
Unfunded:	0.00	

Agreed by (signature) UNDP

Sezin Sinanoglu
 Resident Representative
 UNDP Bosnia and Herzegovina

Date: 06.05.2016

I. DEVELOPMENT CHALLENGE

The purpose of the Preparatory Assistance Project is the initiation of support to BiH Government in EU Acquis alignment process and the developing of the full-fledged project for assistance to BiH with regard to chapters 23 - Judiciary and Fundamental Rights and 24 - Justice, Freedom and Security of EU Acquis.

This intervention is especially important given the recent developments in this area and submitted application of BiH for membership in the European Union. In addition, it is related and already reflected in the fact that UNDP received official assistance for support from the Ministry of Security BiH (MoS) for assistance in drafting and publishing of Integrated Border Management Strategy and Action Plan and Small Arms Light Weapons Strategy and Action Plan.

UNDP, through this Preparatory Assistance Project, will explore additional areas of cooperation relevant to EU accession process such as Preventing Violent Extremism and Integrated Border Management, more specifically combating corruption and security issues in BiH border area all for the purpose of preparation of full-fledged projects.

II. STRATEGY

UNDP will position itself as the viable partner of the European Union in BiH and national institutions when it comes to requirements of the EU accession process. In order to further prepare this assistance, UNDP BiH has conducted the analyses of EU Accession Questionnaires from neighbouring countries so that Bosnia and Herzegovina is better prepared in regards to necessary capacity building, human capacities, working groups and other relevant areas.

Through this Preparatory Assistance Project and eventual full-fledged project, UNDP will perform the advisory role and assist the BiH national institutions in the EU negotiations process in a quality and productive manner.

III. RESULTS AND PARTNERSHIPS

The **Project output** is as follows: Institutional support and technical advice provided to relevant BiH institutions towards preparations for negotiations on Chapters 23 and 24.

The main **activities** and expected results are as follows:

Activity 1: Support to Chapter 24

Results:

- Five EU Accession Workshops held with targeted Ministry of Security personnel
- Three SALW workshops held with SALW Coordination Board and key participants and beneficiaries
- Design and printing of Integrated Border Management Strategy

Activity 2: Activity 2. Support to Chapter 23

Results:

- Analyses of EU questionnaires from the region.
- Provision of relevant consultancy based on regional experience.
- Developing Concept note

Resources Required to Achieve the Expected Results

- UNDP BiH will use the existing human and institutional capacities with the addition of external consultancy and assistance of the International Consultant for Rule of Law in EU Accession Context.

Partnerships

- UNDPs involvement in these processes is very necessary based on official request for assistance received from BiH Ministry of Security. One of very important tasks of Ministry of Security BiH is the implementation of the SALW Strategy and without UNDP, the view of Ministry of Security BiH is that the process would be very difficult. Therefore, the cooperation between Ministry of Security BiH, UNDP and other national institutions responsible for Chapters 23 and 24 of EU Acquis will be ensured and subsequently implemented in a transparent and efficient manner. During the Preparatory Project, the emphasis will be put on the importance of relevant national institutions and BiH commitments in the EU negotiations process which will be assisted by UNDP through provision of technical assistance and logistical preconditions. UNDP will more specifically provide necessary regional technical assistance on key elements of Rule of Law, primarily on Chapters 23 and 24 of the Acquis.

Risks and Assumptions

N/A – Small Scale Preparatory Assistance Project.

Stakeholder Engagement

Target groups: Ministry of Security BiH, Small Arms Light Weapons Coordination Board, BiH Integrated Border Management Working Group.

Knowledge

UNDP BiH will utilise the regional expertise relevant to EU Accession process including key elements of Rule of Law, primarily Chapters 23 and 24 of EU Acquis and the necessary knowledge and know-how will be transferred to beneficiary institutions through on-site assistance in the Ministry as well as a set of capacity building events that are planned.

IV. PROJECT MANAGEMENT

Local Project Appraisal Committee with the representatives of Ministry of Security BiH was organized on 03 March 2016 and the Preparatory Assistance: Support to BiH on EU Acquis Alignment Process project and Direct Implementation Modality (DIM) was approved without any objections.

V. RESULTS FRAMEWORK¹

Intended Outcome as stated in the UNDAF/Country [or Global/Regional] Programme Results and Resource Framework: By 2019, there is effective management of war remnants and strengthened prevention and responsiveness for man-made and natural disasters.						
Outcome indicators as stated in the Country Programme [or Global/Regional] Results and Resources Framework, including baseline and targets: Extent to which capacities of the security sector for governance were improved						
Applicable Outcome(s) from the UNDP Strategic Plan: Countries are able to reduce the likelihood of conflict, and lower the risk of natural disasters, including from climate change						
Project title and Atlas Project Number: Award ID: BIH10/00091981, Output ID: 00096910 - Preparatory Assistance: Support to BiH on EU Acquis Alignment Process						
EXPECTED OUTPUT	OUTPUT INDICATORS ²	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)	DATA COLLECTION METHODS & RISKS
			Value	Year		

¹ UNDP publishes its project information (indicators, baselines, targets and results) to meet the International Aid Transparency Initiative (IATI) standards. Make sure that indicators are S.M.A.R.T. (Specific, Measurable, Attainable, Relevant and Time-bound), provide accurate baselines and targets underpinned by reliable evidence and data, and avoid acronyms so that external audience clearly understand the results of the project.

² It is recommended that projects use output indicators from the Strategic Plan IRRF, as relevant, in addition to project-specific results indicators. Indicators should be disaggregated by sex or for other targeted groups where relevant.

<p>Institutional support and technical advice provided to relevant BiH institutions towards preparations for negotiations on Chapters 23 and 24</p>	<p>1.1 Availability of the National Small Arms and Light Weapons Strategy (SALW) 2016-2019. Baseline: No (2016); SALW Strategy expired end of 2015. Target: Yes (end 2016)</p> <p>1.2 Number of Ministry' officials that received training on EU Accession process, in particular obligations stemming from Chapters 23 and 24 of EU Acquis (gender segregated). Baseline: 0 (beginning 2016) Target: 30 officials that received the training on EU Accession process. (end 2016)</p> <p>1.3 Number of relevant BiH institutions familiarized with and effectively applying the Integrated Border Management Strategy 2016-2019 and its Action Plan. Baseline: 0 (beginning 2016) Target: 9 (end 2016)</p> <p>1.4 Extent to which gender-sensitive evidence-based security strategies for reducing armed violence and/or control of small arms are in operation at the community level Baseline: Very partially (beginning 2016) Target: Partially (end 2016)</p> <p>1.5 Remnants of war quantities decrease in quantity Baseline: 17,000 tons of surplus explosive war remnants (2013) Target: 1000 tonnes by the end of 2016</p>	<p>1.1 Official Gazette BiH</p> <p>1.2 Official Ministry's website, UNDP Programmatic reports</p> <p>1.3 Institutions' official Annual Reports</p> <p>1.4 UNDP Programmatic Reports</p> <p>1.5 Annual publications issued by Ministry of Defense / Final and published Inventory Reports of the Strategic Committee for Weapons, Ammunition, and Explosive Ordinance.</p>	<p>1.1 No</p> <p>1.2 0</p> <p>1.3 0</p> <p>1.4 Very partially</p> <p>1.5 17,000 tonnes</p>	<p>1.1 2016</p> <p>1.2 2016</p> <p>1.3 2016</p> <p>1.4 2016</p> <p>1.5 2013</p>	<p>1.1 Yes</p> <p>1.2 30</p> <p>1.3 9</p> <p>1.4 Partially</p> <p>1.5 1,000 (2016)</p>	
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VI. MULTI-YEAR WORK PLAN ³⁴

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME			RESPONSIBLE PARTY	PLANNED BUDGET	
		Q2	Q3	Q4		Funding Source	Budget Description Amount

³ Cost definitions and classifications for programme and development effectiveness costs to be charged to the project are defined in the Executive Board decision DP/2010/32

⁴ Changes to a project budget affecting the scope (outputs), completion date, or total estimated project costs require a formal budget revision that must be signed by the project board. In other cases, the UNDP programme manager alone may sign the revision provided the other signatories have no objection. This procedure may be applied for example when the purpose of the revision is only to re-phase activities among years.

<p>Institutional support and technical advice provided to relevant BiH institutions towards preparations for negotiations on Chapters 23 and 24.</p> <p>1.1 Availability of the National Small Arms and Light Weapons Strategy (SALW) 2016-2019. Baseline: No (2016); SALW Strategy expired end of 2015. Target: Yes (end 2016)</p> <p>1.2 Number of Ministry' officials that received training on EU Accession process, in particular obligations stemming from Chapters 23 and 24 of EU Acquis (gender segregated). Baseline: 0 (beginning 2016) Target: 30 officials that received the training on EU Accession process. (end 2016)</p> <p>1.3 Number of relevant BiH institutions familiarized with and effectively applying the Integrated Border Management Strategy 2016-2019 and its Action Plan. Baseline: 0 (beginning 2016) Target: 9 (end 2016)</p> <p>1.4 Extent to which gender-sensitive evidence-based security strategies for reducing armed violence and/or control of small arms are in operation at the community level Baseline: Very partially (beginning 2016) Target: Partially (end 2016)</p> <p>1.5 Remnants of war quantities decrease in quantity Baseline: 17,000 tons of surplus explosive war remnants (2013) Target: 1000 tonnes by the end of 2016 Reduced by 1000 tonnes (2016)</p>	<p>Activity 1.Support to Chapter 24 1.1. Three SALW Workshops held with key participants and beneficiaries</p> <ul style="list-style-type: none"> - Organize SALW workshops - Provide expertise to Ministry of Security in drafting SALW Strategy <p>1.2. Five EU Accession Workshops held with targeted Ministry of Security personnel</p> <ul style="list-style-type: none"> - Organization of training - Provision of relevant consultancy <p>1.3. Design and printing of Integrated Border Management Strategy</p> <ul style="list-style-type: none"> - Proofreading, translation, designing and printing of IBM Strategy. <p>Activity 2. Support to Chapter 23 2.1. Analyses of EU questionnaires from the region. 2.2 Provision of relevant consultancy based on regional experience. 2.3. Developing Concept note on infrastructural and capacity improvements for the purpose of Integrated Border Management</p>	<p>x</p> <p>x</p> <p>x</p>	<p>UNDP</p>	<p>UNDP Core</p>	<p>Conference costs Consultancy fee Printing costs</p>	<p>50,000</p>
TOTAL						50,000

VII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

7.1. Project management

UNDP in BiH will assume full responsibility and accountability for the overall project management, including monitoring and evaluation of project interventions, achieving of project outputs and specified results, and the efficient and effective use of resources.

7.2. Project duration

The overall implementation period for this project phase is 1 year (2016).

7.3. Project institutional and organisational structure

The **project institutional structure** comprises the Project Board, the Project Assurance and the Project Team, interacting in a broader project context with partners and all interested stakeholders.

The **Project Board** will be the group responsible for making, by consensus, management decisions for the project. The Project Board will adopt the annual work plan and the annual report prepared and presented by the project and will supervise the overall project progress. It will provide strategic guidance, as well as give final approval to selected strategic and operational issues. The Project Board will meet at least quarterly, or as necessary when raised by the Project Manager. It ensures that required resources are committed and arbitrates on any conflicts within the project or negotiates a solution to any problems between the projects and external bodies. Members of the Project Board will be representatives of: UNDP (Secretariat to the Project Board), and the BiH Ministry of Security BiH.

The **Project Assurance** role supports the Project Board by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed. Project Assurance has to be independent of the Project Manager. The role of Project Assurance will be performed by the UNDP BiH Programme.

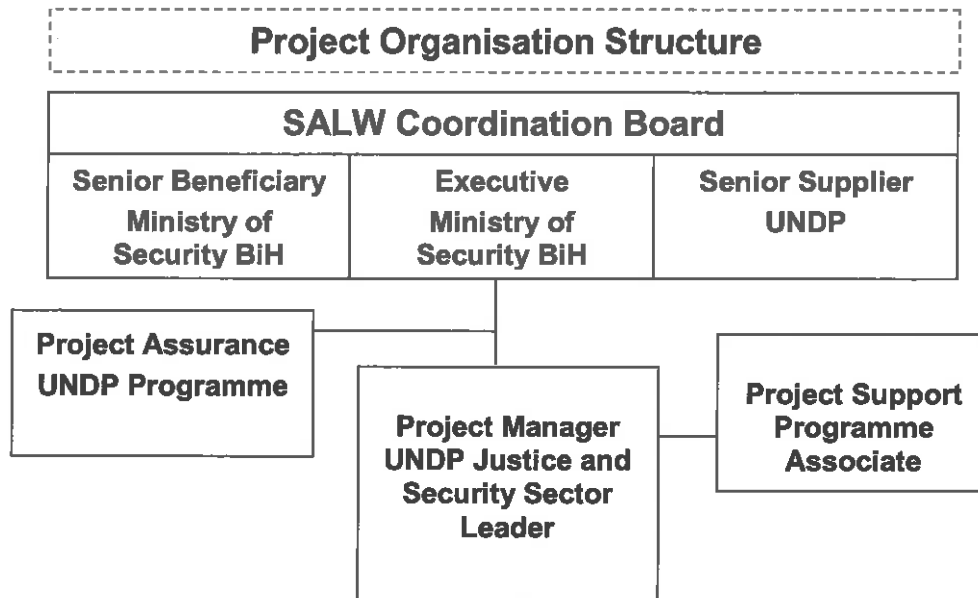
The **Project Team** will comprise the Project Manager and core team members. The part-time Project Manager in the capacity of Justice and Security has the authority to run the project on a day-to-day basis on behalf of the UNDP. The Project Manager will have the responsibility to ensure that the project produces the required results that are capable of achieving the benefits defined in this document. S/he will be responsible for day-to-day management and will ensure that the project produces the results specified, to the required corporate standards and within the constraints of time and cost.

The project will also employ an International Consultant Rule of Law in EU Accession Context to provide strategic advice in the implementation of the UNDP technical assistance goals in the field of Rule of Law to Bosnia and Herzegovina. This will in practice translate into provision of substantive/technical advice to the relevant institutions/departments on key elements of Rule of Law, primarily on Chapters 23 and 24 of the Acquis; as well as the Rule of Law aspects of the political criteria.

Project support will be ensured via **project administrative assistance** provided by the Justice and Security Programme Associate (part time), by the Programme Operations Support Officer (part time) and technical assistance to the project team. The project organisational structure is enclosed *Annex 4* to this project document.

7.2. Project duration

The overall implementation period for this project phase is 1 year (2016).



VIII. LEGAL CONTEXT AND RISK MANAGEMENT

Select the relevant one from each drop down below for the relevant standard legal text:

1. Legal Context:

€ Country has signed the Standard Basic Assistance Agreement (SBAA)

2. Implementing Partner:

€ UNDP (DIM)

IX. ANNEXES

1. Official Request received by the Ministry of Security BiH
2. Local Project Appraisal Committee minutes
3. Project Budget

