



PROJECT DOCUMENT
BELIZE

Project Title: Belize’s Public Awareness and Preparedness Campaign on the Question of Referring Guatemala’s Claim to the ICJ

Project Number: 00109852

Implementing Partner: UNDP Belize

Start Date: Jun 2018 **End Date:** May 2019 **PAC Meeting date:** 7 May 2018

Brief Description

A long-standing territorial, insular and maritime dispute between Belize and Guatemala, dating back to the 19th century, persists despite the country gaining its independence in 1981. After repeated efforts of resolution through mediated dialogue a decision was made to consider the submission of the territorial dispute to binding arbitration at the International Court of Justice (ICJ) in The Hague.

As a first step both countries agreed that submission to the ICJ (International Court of Justice) must be preceded by consultation with their respective populations through national referenda. The Project’s overall outcome is to ensure that: **the people of Belize have greater access to objective information and discussion on the Referendum and the state has improved capacity to undertake an effective nationwide Referendum on the issue of whether to submit the territorial dispute with Guatemala to the International Court of Justice.** Priority areas identified for the intervention are: national strategic communication support, and support to a national reregistration process.

The project proposes to support the priority areas through the following:

1. Providing comparative experiences on referenda through an international forum;
2. Supporting the national referendum authorities on the communications/voter education plan;
3. Supporting communications targeting youth voters and engaging civil society organizations, through social media, TV and radio;
4. Supporting outreach to rural and marginalized voter populations, promoting their participation in ongoing voter re-registration process

Proposed Activities includes:

1. Public discussions/ debates/ fora with the participation of the various stakeholders and society in general (to be implemented with referendum authorities, CSOs/ Media);
2. Production and broadcasting of TV and radio debates featuring various opinions on the referendum and voter registry (to be implemented with referendum authorities, CSOs/ Media);
3. Technical advice on the development and implementation of a “Campaign on Awareness and Participation Among Local Youth” (to be developed with referendum authorities, authorities responsible for voter registry and CSOs);
4. Production and dissemination of information promoting citizen participation in national voter re-registration process, as well as technical advice.

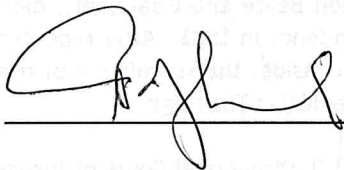
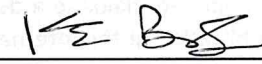
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Contributing Outcome (CPD):
 Equitable access to justice, protection, citizen security and safety reinforced

Indicative Output:
 Coordinated and effective gender sensitive mechanisms and frameworks for citizen security in place

Total resources required:	USD \$1,200,000	
Total resources allocated:	CARSI	\$250,000.00
	Other donor	TBD
Unfunded:	USD \$950,000	

Agreed by:

Government of Belize	United Nations Development Programme
Signature: 	Signature: 
Print Name: PATRICK ANDREWS	Print Name: Karen E. Bernard
Date: 2 JULY 2018	Date: 2 July 2018

I. DEVELOPMENT CHALLENGE

Disputes over territory are central to patterns of conflict and cooperation in international relations. There is an abundance of evidence that the presence of territorial claims profoundly affects factors as wide-ranging as trade, democratization and military conflict. Since the 19th Century, Guatemala has maintained a territorial claim on significant portions of Belize (formerly British Honduras) which has continued even after Belize's independence in 1981. The basis of Guatemala's claim has rested on its contention that an 1859 Convention between Guatemala and the United Kingdom (UK), which recognized boundaries of British Honduras, was a cession of territory dependent upon the provision of Article VII being met by the UK to constructing a cart road to connect Guatemala City to the Atlantic coast through what is now Belize's southernmost Town, Punta Gorda.

After both countries failed to reach an agreement to settle the dispute, in 2000 they entered into a dialogue process under the auspices of the Organization of American States (OAS) with the aim of ending their longstanding differendum. An Adjacency Zone was established along the so-called "Adjacency Line" separating Belize and Guatemala and reaching one kilometer into each of the two countries. In 2003, the OAS established a small Adjacency Office with five staff (including support personnel), in charge of addressing possible incidents and disputes along the area, although only at the request of the Foreign Ministries of either country.

Given the parties' repeated inability to reach a negotiated solution to the dispute, on 8 December 2008 parties signed a special agreement known as the *Compromis* to submit Guatemala's territorial, insular and maritime claim to the ICJ (International Court of Justice) for a binding ruling, although only after consulting their respective populations through national referenda. Article 7 of the *Compromis* specifies the following question would be put to voters in simultaneous referenda to be held at an agreed date:

'Do you agree that any legal claim of Guatemala against Belize relating to land and insular territories and to any maritime areas pertaining to these territories should be submitted to the International Court of Justice for final settlement and that it determine finally the boundaries of the respective territories and areas of the Parties?'

On 27 April 2012, both countries agreed to jointly hold the referenda on 6 October, 2013. In a statement dated 20 November 2012, the UN Secretary-General welcomed this decision.

The Belizean Government then requested the assistance of the United Nations for its preparation for the referendum. Accordingly, the Electoral Assistance Division (EAD) of the Department of Political Affairs (DPA) led a needs assessment mission in February 2013 and recommended *inter alia* limited technical advisory support to the Belizean Elections and Boundaries Commission in the area of voter information, as well as support to awareness and voter education campaign, to be delivered through a UNDP project. Due to differing requirements of the parties as it relates to the minimum voter turnout required to validate the referendum results, the negotiations between the two governments failed to reach a consensus.¹ As a consequence, the referendum scheduled for 2013 was not held in either country, and consequently the UNDP electoral assistance project was not implemented.

In 2014, under the auspices of the Organization of American States (OAS), progress was made between the governments of Belize and Guatemala. The two countries reached an agreement on a roadmap for strengthening their bilateral relations and formulated a plan of action. This followed the establishment of a Joint Binational Commission responsible for development and oversight of projects and programmes for cooperation between the two countries and an amendment to the 2008 agreement allowing both countries to hold a referendum on separate dates. Regardless of the progress, sporadic clashes and violent incidents in the border area were reported.

¹ The Government of Belize adopted a Referendum Amendment Bill validating the outcome of the process on a sixty per cent minimum turnout requirement.

The Government of Belize has now indicated it will hold the referendum on the 10th April 2019. A public outreach campaign on the need to resolve the territorial differendum with Guatemala through the ICJ has recently been launched by the Government of Belize. As a first step, Belize amended its Referendum Act to remove the 60 per cent minimum voter turnout, making it consistent with requirements under the Guatemalan legislation and have initiated actions leading to a national voters' re-registration process.

II. STRATEGY

This project contributes to the achievement of Priority Area 3 of the United Nations Multi-Country Sustainable Development Framework in the Caribbean (A Safe Cohesive and Just Caribbean); and is in line with UNDP's Strategic Plan 2018-2021 Signature solution 2: Strengthen effective, inclusive and accountable governance. Additionally, the project contributes to Belize CPD Outcome 3: Equitable access to justice, protection, citizen security and safety reinforced.

The Referendum Office, established by the Government of Belize in the Ministry of Foreign Affairs, acts in coordination with the Elections and Boundaries Commission, both sharing responsibility for the preparation and the organization of the 2019 Referendum. Since 2012, the Ministry of Foreign Affairs has continuously engaged in a low intensity public awareness campaign to prepare the Belizean electorate for an eventual referendum on whether the Guatemalan claim should be submitted to the ICJ for a final resolution. In March 2018, the Cabinet of Belize approved a new strategy to embark on a more active Public Awareness Campaign (PAC) to ensure that Belizeans will be fully informed of the relevant issues ahead of a referendum, to be held after the national re-registration exercise is completed. The PAC will be phased over a period of nine to ten months, from April 2018 to January 2019.

Government counterparts currently estimate a base cost of US\$4 million for the staging of the referendum, while an additional US\$10 million is required in support of the re-registration exercise. It is notable that voter re-registration is also expected to benefit the General Election process scheduled for 2020.

Following an official request from the Minister of Foreign Affairs in May 2017 for United Nations' assistance for the upcoming referendum, the UN Resident Coordinator for Belize requested the UN Department of Political Affairs (DPA) to undertake a National Assessment Mission (NAM), with the task to identify potential support activities from the UN. The joint DPA/UNDP advisory mission to Belize in July 2017 assessed political risks and opportunities of the proposed electoral assistance activity and the needs for technical support.

Central to the NAM recommendations is that ***assistance be provided on the basis that it not be seen as supporting any one referendum outcome***, in other words that all interventions/involvement from the UN be seen as strictly neutral. Priority areas identified for potential UN assistance include: developing a national strategic communication plan, support to improve the voter registration system, and support for the national referendum process.

Funding was then secured from CARSI in the amount of USD \$250,000, based on the NAM findings, and in recognition of the vital importance of this work for advancing Belize's sovereignty.

This initiative supports the work of the Referendum Unit's education campaign within the context of the DPA/UNDP recommendations, tailoring national campaign actions for greater inclusivity, impartiality and visibility in the public domain. It is expected to provide support to the referendum process aimed at engaging Belizean voters to determine whether the territorial claim will be submitted to the ICJ. As citizens are asked to participate in this process of self-determination, the project is positioned to enable citizen participation and action through education and support to an impartial and transparent process.

This initiative also provides opportunities for the exchange of comparative experiences on referenda, the targeting of youth voters participation, the engagement of CSO's, grassroots groups and the national media in the communication of factual, unbiased information to the general public and support to civic

engagement action which inspires public involvement through re-registration. Following the guidance provided by joint UNDP/ UNDP/PA mission to Belize, All UN related assistance will be provided on the basis of not being seen to be supporting one or the other referendum outcome, and be seen as strictly neutral with regard to the referendum.

Guided by the **BELIZE - PUBLIC AWARENESS CAMPAIGN PLAN OF ACTION 2018**, the project will facilitate access to information on the referendum issue and its context, and facilitate discussion from various viewpoints. Key areas of information coverage will include:

- a. A history of Guatemala's unfounded claim to Belizean territory;
- b. Relevant international treaties, conventions, and UNGA Resolutions;
- c. The Special Agreement and its Protocol;
- d. The International Court of Justice and its role in settling boundary and territorial disputes;
- e. The pros and cons of submitting Guatemala's claim for definitive settlement at the ICJ.

The UN will not be directly involved in the crafting of specific messages for the campaign. Messages are expected to be consistent with the national campaign strategy with efforts being made to reaching marginalized groups such as women, and linguistic minorities (Mayan, Garifuna). It should be noted that no UN logos should appear on campaign materials.

Additionally, the project will support ongoing efforts for voter registration with direct support to voter education and the provision of information on voter registration. The proposed campaign aims to strengthen democracy and citizen participation by involving historically disenfranchised and marginalized rural populations in a nonpartisan voter re-registration and mobilization process.

It is expected that project proponents from both the Referendum Office and the Elections and Boundaries Unit will engage non-state actors, Community Based Organizations and Civil Society Organizations as a key supporting partner in nonpartisan civic engagement.

The value that UNDP brings to this project is derived from its global network, with readily available expertise and documented experiences globally. UNDP has a series of tools, resources and experiences that allow effective intervention in governance and electoral processes, and notably in this project will utilize these capacities and tools as a part of its role in project quality assurance and in the provision of expert guidance to national authorities, to ensure an inclusive and informative referendum process.

The United Nations Development Programme will provide technical advisory support to the process through an electoral expert sourced from a pre-vetted roster managed by UN Electoral Assistance Division (EAD). This staff person will be based in Belize, ideally at the Referendum Office, in order to work closely and discreetly with government.

III. RESULTS AND PARTNERSHIPS (1.5 - 5 PAGES RECOMMENDED)

Expected Results

The Project's overall intended outcome is to ensure that: **the people of Belize have greater access to objective information on the referendum, and the state has improved capacity to undertake an effective nationwide Referendum on the issue of whether to submit the border dispute with Guatemala to the International Court of Justice.**

Following are the project's outputs and the expected results.

A. Output 1

Support to the design and implementation of the national strategic communication plan to promote peaceful means of addressing the long-standing border dispute between Belize and Guatemala.

Activities under Output 1 contribute to the roll-out of national strategic communication messages. This includes dissemination of experiences and information through the involvement of international experts, public figures, and representatives of civil society organizations; with events organized in part by representatives of various stakeholder groups. Actions are expected to be national in scope, providing Belizeans with stakeholders' reflections on various relevant issues, including the lessons to be learned from the referenda experiences of other countries.

Expected Results

1. Youth Campaign using social media to appeal to the younger voting population and encourage their participation in the process. (Actions supported by the National Referendum Unit, Civil Society Organizations, the National Youth Council and the media).
2. Communication Platforms, Networks, and Processes permitting the sharing of evidence-based viewpoints, narratives and frames. (Communication products for dissemination, comparative fora, public debates and discussions, etc. features various opinions and positions regarding the Referendum and provide for balanced messages on the referendum process, enabling the voting public to make informed choices).
3. Empowered Media and Civil Society Groups ensuring transparency and accountability of processes and supporting the communication of factual information and providing for impartial coverage of the referendum process.
4. Exchange with Guyana and other countries to learn from their recent referendum experience, as potentially relevant for Belize

It should be noted that women's political representation in the Belize is low, and that project proponents should pursue within their interventions, actions which support women's electoral participation, with proponents targeting 50% women's participation in public discussions, TV and radio debates and fora.

UNDP has a strong role to play as knowledge broker, capacity development supporter and partnership facilitator when developing countries work together to find solutions to common development challenges. South-South and Triangular Cooperation (SSTrC) is a necessity to ensure an inclusive global partnership towards sustainable development. The project will support and encourage SSTrC to ensure knowledge and experience exchanges as a tool for the expanding the exposure of the voting population.

B. Output 2

Technical support for improved voter registry and re-registration system in Belize.

The state in Belize protects the rights of its eligible citizens to register to vote, although there may be some barriers or difficulties to be addressed in order to exercise this right. Output 2 interventions promote the civil and political rights of those qualified to vote in Belizean elections, and ultimately will strengthen democracy and citizen participation. The project provides support for the implementation of an education campaign focused on increasing voter re-registration rates particularly among underserved and dispersed rural populations. It constitutes an integral component of broader national efforts geared at an improved voter registry.

Expected Results

1. Cost-effective voter re-registration education campaign

Resources Required to Achieve the Expected Results

Considering the short period for roll-out and delivery, UNDP through its electoral expert will work closely with the Referendum Office of the Ministry of Foreign Affairs.

The delivery of Output 1: **Support to the implementation of the national strategic communication plan to promote peaceful means of addressing the long-standing border dispute between Belize and Guatemala**, will be conducted within the phases of implementation outlined under the **BELIZE - PUBLIC AWARENESS CAMPAIGN PLAN OF ACTION 2018**.

Phases of the Campaign:

- **Phase I (April - June 2018):** Raising visibility of the PAC as well as promoting and stimulating the public's interest on the question of resolving the dispute at the ICJ;
- **Phase II (September 2018 - January 2019):** Ensuring that the Belizean public has all the relevant facts and information necessary to understand why we will be asked to vote on whether or not to go to the ICJ;
- **Phase III (February 2019 – April 2019):** Encouraging the electorate to vote in the referendum on the ICJ.

Programmed resources support primarily **Phases II and III** of the national campaign.

Partnerships

In cooperation with relevant state and non-state actors, efforts will be undertaken by UNDP and the Government of Belize to contribute to ensure synergies with broader national processes, as well as to promote confidence-building and establish the necessary conditions for participatory and inclusive public consultations.

Media and civil society partners are key in monitoring and measuring effectiveness of communications, as well as providing support to public engagement. Voter awareness is expected to grow with increasing media coverage. Given the short period for campaign implementation, civil society involvement is vital to support the national process in reaching marginalized groups.

The Belizean Elections and Boundaries Commission² is legally responsible for the administration and supervision of all electoral and referenda matters, it also confers its powers and duties to the Head of the Elections and Boundaries department, responsible for the operation of voter registration, elections and referenda activities.

The Referendum Unit of the Ministry of Foreign Affairs also has a key role in ensuring that the referendum plan is concrete and inclusive.

Main partners: Referendum Office at MFA, and Elections and Boundaries Commission.

² The constitution of Belize established an independent Elections and Boundaries Commission and charged it with the registration of voters, the conduct of elections, establishment of election districts, and all other related matters. The five members of the commission serve a five-year term of office. The Governor-General appoints all five members in accordance with the advice of the Prime Minister, who consults with the leader of the opposition before nominating the members.

Other supporting organizations: The Belize network of NGOs, CSOs various, community-based organizations, churches, private sector, and the Opposition Party.

The project hopes to strengthen partnerships between CSOs and relevant government/quasi-government entities and international organizations, as a means of involving them in national efforts geared at increasing the participation of citizens in the planned national referendum exercise. Civil Society Organizations are key actors in public outreach, conveying messages and knowledge to the public, reaching individuals marginalized or disenfranchised by traditional structures.

Risks and Assumptions

Under the current political situation in Belize, there is a major risk the Referendum may be used as a political tool to take a position regarding the current government. It is widely recognized that a comprehensive public outreach and information campaign is essential, not only to generate interest on the matter, but also to give people access to accurate information which will allow them to make an informed choice in the referendum. Party-based opposition and early polarization of voters should be avoided by ensuring an extensive and inclusive awareness campaign that engages all Belizeans on the differendum, allows them to express and debate diverse viewpoints, and ultimately make a well-informed decision.

Stakeholder Engagement

The initiative is national in scope and is expected to benefit all qualified Belizean voters. The project targets specifically young voters and underserved rural populations, ensuring their participation in the referendum and the voter re-registration processes. It is important to ensure that accurate information and effective civic or educational messages reach a wide and inclusive audience. Beneficiary engagement will therefore be guided by the national Referendum Public Awareness Campaign Strategy.

UNDP and the Belize government also propose the involvement of civil society organizations, community based organizations and the media for direct engagement of beneficiary stakeholders. The Internet, mobile and social media tools and services will also be utilized as a means of magnifying communication interventions. It is essential that all participating groups be engaged through the communication strategy.

South-South and Triangular Cooperation (SSC/TrC)

A major project component is an exchange with countries in the region that has or is experiencing similar border disputes to obtain information on such experiences, identify lessons, and be guided by recommendations from these countries. It is proposed that the experiences of Guyana, particularly the presentation of their “path to the ICJ”, be shared.

IV. PROJECT MANAGEMENT

Cost Efficiency and Effectiveness

The project will be implemented following UNDP’s Direct Implementation Modality (DIM), in accordance with UNDP’s Guidance Note on Elections Support and the Standard Basic Assistance Agreement (SBAA) between UNDP and the Government of Belize, and the approved Country Programme.

The project is designed to be implemented in parallel and in complementarity with other initiatives within the national portfolio. The utilization of existing management mechanisms within the International Boundaries Commission, and the re-animation of the national Referendum Commission will ensure synergy, coherence, and consolidated impacts across portfolios.

All efforts will be undertaken to closely coordinate project activities with the OAS –without necessarily assuming a joint public stance. This will assist in the avoidance in duplication of efforts and will enable synergies that would maximize the impact of international assistance.

Project Management

The work of the national partners will be supported through the continuous advisory support of a UNDP electoral expert, based in country for the duration of the project, to provide technical guidance on the national process to enhance its neutrality, inclusiveness and effectiveness. The expert will consult regularly and closely with all partners, and will also consult periodically with the UNDP Governance Unit based in Panama, as needed.

This expert will also be directly responsible for managing the project's resources and activities, in keeping with UNDP policies on DIM modality. UNDP Belize office senior management also takes an oversight role ensuring the effective use of CARSI and other donor resources.

V. RESULTS FRAMEWORK

Intended Outcome as stated in the Multi-Country Sustainable Development Framework in the Caribbean

Priority Area 3: A Safe Cohesive and Just Caribbean

Belize CPD Outcome 3: Equitable access to justice, protection, citizen security and safety reinforced.

Outcome indicators as stated in the Country Programme [or Global/Regional] Results and Resources Framework, including baseline and targets:

SP Outcome indicator: Number of Electoral Management Bodies (EMBs) with strengthened capacity to conduct inclusive and credible elections

Applicable Output(s) from the UNDP Strategic Plan:

UNDP Strategic Plan 2018- 2021 Signature solution 2: Strengthen effective, inclusive and accountable governance.

Project title: Public Awareness and Preparedness for Referendum on Border Dispute

Atlas Project Number: 00109852

EXPECTED OUTPUTS	OUTPUT INDICATORS	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)		DATA COLLECTION METHODS & RISKS	
			Value	Year	Year	Year		
Output 1 Support to the design and implementation of the national strategic communication plan to promote peaceful means of addressing the long-standing	<ul style="list-style-type: none"> Increased beneficiary awareness referendum process. 	<i>Project Reports</i>	TBD	2017	=	Year 2018 Year 2019	Validate through conducting of rapid media polls Population on survey shows at least 40% increase against baseline	FINAL Population on survey shows at least 40% increase against baseline

border dispute between Belize and Guatemala.	<ul style="list-style-type: none"> Number of prospective CSOs partner organizations actively involved in the implementation of the national communication plan: verified through evaluation form. 	<i>Project Reports</i>	0	2017	-	Minimum 15 CSO partners representing (academia, churches, CBOs political organizations, media etc) engaged in education and monitoring processes	Minimum 15 CSO partners representing (Academia, churches, CBOs political organizations, media etc) engaged in referendum education and monitoring processes	Validate through Project Report
	<ul style="list-style-type: none"> Feedback on quality and usefulness on Educational/communication materials and methods utilized to implement strategic messaging 	<i>Project Reports</i>	0	2017	-	Project supported intervention generally seen as being balanced, informative and factual	Project supported intervention generally seen as being balanced, informative and factual	Validate through rapid beneficiary perception surveys

Output 2 Technical support for improved registry and voter registration system in Belize.	<ul style="list-style-type: none"> • Number of young people reached • Number of civil society organizations (CSOs) receiving U.S. assistance engaged in advocacy interventions. • Existence of civic education plan for reregistration (Yes/No) • Improved rates of reregistration among traditionally underserved rural populations 	Project Reports	0	2017	7,000	10,000	10,000	informative and factual	Validate through Project Report
		Project Reports	0	2017	5	5	5	5	Validate through Project Report
		Project Reports	No	2017	Yes	Yes	Yes	Yes	Validate through Project Monitoring Report
		Project Reports	-	2017	-	At least 60% of documented rural voters reregistered	At least 60% of documented rural voters reregistered	At least 60% of documented rural voters reregistered	Validate through updated registry and Boundary Commission

VI. MONITORING AND EVALUATION

In accordance with UNDP's programming policies and procedures, the project will be monitored through the following monitoring and evaluation plans:

Monitoring Plan

Monitoring Activity	Purpose	Frequency	Expected Action	Partners (if joint)	Cost (if any)
Track Results Progress	Progress data against the results indicators in the RRF will be collected and analysed to assess the progress of the project in achieving the agreed outputs.	Quarterly, or in the frequency required for each indicator.	Slower than expected progress will be addressed by project management.	None	\$20,000
Monitor And Manage Risk	Identify specific risks that may threaten achievement of intended results. Identify and monitor risk management actions using a risk log. This includes monitoring measures and plans that may have been required as per UNDP's Social and Environmental Standards. Audits will be conducted in accordance with UNDP's audit policy to manage financial risk.	Quarterly	Risks are identified by project management and actions are taken to manage risk. The risk log is actively maintained to keep track of identified risks and actions taken.	None	0
Learn	Knowledge, good practices and lessons will be captured regularly and integrated back into the project.	Quarterly	Relevant lessons are captured by the project team and used to inform management decisions.	None	0
Annual Project Quality Assurance	The quality of the project will be assessed against UNDP's quality standards to identify project strengths and weaknesses and to inform management decision making to improve the project.	Annually	Areas of strength and weakness will be reviewed by project management and used to inform decisions to improve project performance.	None	5,000
Review And Make Course Corrections	Internal review of data and evidence from all monitoring actions to inform decision making.	Bi-Annually	Performance data, risks, lessons and quality will be discussed by the project management and used	None	0

Project Report	An end of project report will be presented to key stakeholders, consisting of progress data showing the results achieved against pre-defined project targets at the output level.	At the end of the project (final report)		to make course corrections.	None			1,500	

Evaluation Plan

Evaluation Title	Related Strategic Plan Output	CPD Outcome	Planned Completion Date	Key Evaluation Stakeholders	Cost and Source of Funding
End of Project Evaluation	Strengthen effective, inclusive and accountable governance	Equitable access to justice, protection, citizen security and safety reinforced	30 June 2019	Referendum Unit	10,000

VII. MULTI-YEAR WORK PLAN ³⁴

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Planned Budget by Year		RESPONSIBLE PARTY	Funding Source	PLANNED BUDGET	
		Y1	Y2			Budget Description	Amount
Output 1: Support to the implementation of the national strategic communication plan to promote peaceful means of addressing the long-standing border dispute between Belize and Guatemala.	1.1 Multi- stakeholder Panel discussions streamed on TV and radio for magnified impact (5)	\$20,000	\$5000	MFA/ UNDP	CARSI	Support to hosting cost (Venue, communication equipment): cost for transmission (<i>Expected In-kind co-financing from Media and CSO partners</i>)	\$25,000
	1.2 Two (2) centralized Public fora event of international experts (Guyana) and lead national negotiators) held in various parts of the country (translated in several languages)	\$25,000	-	MFA/ UNDP	CARSI	Support to transportation and DSA of panellist, Facilitator Honorarium, hosting cost (Venue, communication equipment, translation costs), cost associated with transmission (<i>Expected In-Kind co-financing through national referendum structure</i>)	\$25,000

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.

	1.3 Youth targeting including the use of Social media used for information sharing and live streaming	\$13,470	\$5,000	MFA/ UNDP	CARSI	Support to social media campaign, media (youth messaging), hosting of district school debates with the involvement of secondary and tertiary institutions, debate facilitation fees	\$18,470
	1.4 CSO Engagement Workshop (Introduction to referendum process, National Public Awareness Campaign strategy, Roles and opportunities for CSO involvement)	\$10,000	-	MFA/ Press Office/ Regional Technical Expert	CARSI	Support to workshop hosting and logistics (Venue, catering services, print material), travel and DSA for regional technical lead	\$10,000
	1.5 Provide two (2) day training in media monitoring, professionalism, accuracy and impartiality in coverage	\$12,000	-	MFA/ Press Office/ Electoral Expert	CARSI	Support to workshop hosting and logistics (Venue, catering services, print material), travel and DSA of facilitator, facilitation fee)	\$12,000
	1.6 Promulgation of balanced Referendum Education/ awareness material/ Information products	\$10,000		MFA/ Press Office/ Electoral Expert	CARSI	Print production costs	\$10,000
	1.7 Support Media messaging	\$10,000		MFA/ Press Office/ Electoral Expert	CARSI	TV/ Radio Advertisement	\$10,000

	1.8 Referendum Monitoring (Campaign effectiveness)	\$5825	\$5,000	UNDP	CARSI	Media surveys (Campaign effectiveness, voters' awareness, etc)	\$10,825
	Sub-Total for Output 1	\$106,295	\$15,000				\$121,295
Output 2 Support for improved voter registry and re-registration system in Belize.	4.1 Design of voter re-registration messages and communication products targeting rural, underserved populations	\$15,000	-	Elections and Boundaries Commission/ Government of Belize Press Office, Electoral Expert	CARSI	Media costs	\$15,000
	4.2 Promulgation of Gender sensitive/ cultural sensitive communication materials	\$15,000	-	Electoral Expert	CARSI	Print Production Costs	\$15,000
	4.3 CSO/ Non-state actors engagement in re-registration awareness process	\$10,000	-	Elections and Boundaries Commission/ UNDP	CARSI	Support CSO/ Non-state actors with the securing of local venues/ facilities for community engagement	\$10,000
	4.4 Support to media campaign	\$15,000	-	Elections and Boundaries Commission/ UNDP	CARSI	Contract: Engagement of local TV and radio stations for information promulgation	15,000
	Sub-Total for Output 2	\$55,000	-				\$55,000
3.0 Adaptive Management (Technical and operational support)	3.1 International electoral expert sourced through UN EAD roster	\$37,530		UNDP	CARSI	Salary support for international electoral expert (P3 TA)	\$37,530

	3.2 CO Management Oversight, tracking and reporting	\$5,775	\$4,125	UNDP	CARSI	33% Salary of Programme Associate (Governance Unit) 12 months (June 2018 – May 2019)	\$9,900
	3.3 Project Evaluation	-	\$10,000	UNDP	CARSI	Independent External Evaluation	\$10,000
	3.4 Project Assurance/ Terminal Audit	\$5,000	\$3,000	UNDP	CARSI	Independent spot checks / assessments (Project HACT Compliance requirement)	\$8,000
	Sub-Total for Adaptive Management	\$48,305	\$17,125				\$65,430
Indirect Cost (10%)	Facilities and Administration	\$18,302	\$4,425	UNDP	CARSI	UNDP Indirect Cost as stipulated by signed agreement with CARSI	\$22,727
TOTAL						\$250,000- CARSI	\$250,000

VIII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

The project will be governed by a Project Board comprised of the government partners, US embassy, other donors, and UNDP. The Project Board is chaired the Chief Executive Officer (CEO) of the Ministry of Foreign Affairs or his delegate.

The Project Board provides strategic direction to the project and makes key decisions as per its Terms of Reference (Annex B). In order to ensure UNDP's ultimate accountability, Project Board decisions will be made in accordance with standards that shall ensure management for development results, best value money, fairness, integrity, transparency and effective international competition. The Executive is ultimately responsible for the project, supported by the Senior Beneficiaries and Senior Suppliers. The Executive's role is to ensure that the project is focused throughout its life cycle on achieving its objectives and delivering outputs that will contribute to higher level outcomes. The Executive must ensure that the project gives value for money, ensuring a cost-conscious approach to the project, balancing the demands of beneficiary and supplier. The role of Executive will be held by the CEO of the Ministry of Foreign Affairs.

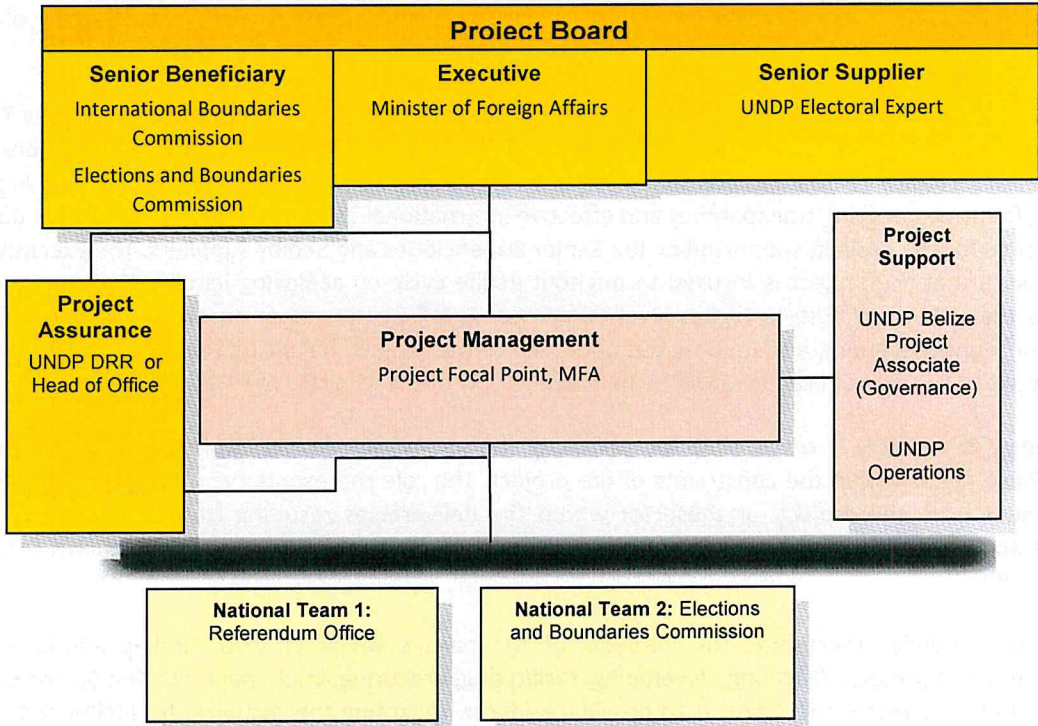
The Senior Beneficiary is responsible for validating the needs, and for monitoring that the solution will meet those needs within the constraints of the project. The role represents the interests of all those who will benefit from the project, or those for whom the deliverables resulting from activities will achieve specific output targets. The Senior Beneficiary will assist in the monitoring of progress against targets and quality criteria.

The Senior Supplier represents the interests of the parties which provide funding and/or technical expertise to the project (designing, developing, facilitating, procuring, implementing). The Senior Supplier's primary function within the Board is to provide guidance regarding the technical feasibility and financial commitments of the project. In the case of the project, the role is held by UNDP electoral expert.

Project Assurance is the responsibility of each Project Board member. In the present project, additional support to assurance is provided by UNDP Belize Deputy Resident Representative (DRR) or Assistant Resident Representative (ARR).

Project Management will be led UNDP Electoral Expert and UNDP Governance Associate, in close coordination with the National Focal Point within the Referendum Office at the Ministry of Foreign Affairs.

Project Organisation Structure



IX. LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Belize and UNDP, signed in 1981. All references in the SBAA to “Executing Agency” shall be deemed to refer to “Implementing Partner.”

The Implementing Partner under DIM modality shall ensure best value for money, fairness, integrity, transparency, and effective international competition in the financial governance applied to implementing the project. This project will be implemented by UNDP Belize (“Implementing Partner”), as per UN policies on electoral projects globally. UNDP's Financial Regulations and Rules and governance procedures shall be followed.

X. RISK MANAGEMENT

UNDP (DIM)

1. UNDP as the Implementing Partner will comply with the policies, procedures and practices of the United Nations Security Management System (UNSMS.)
2. UNDP as the Implementing Partner will undertake all reasonable efforts to ensure that none of the [project funds]⁵ [UNDP funds received pursuant to the Project Document]⁶ 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/sc/committees/1267/aq_sanctions_list.shtml. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.
3. Social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (<http://www.undp.org/ses>) and related Accountability Mechanism (<http://www.undp.org/secu-srm>).
4. UNDP as the Implementing Partner will: (a) conduct project and programme-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or programme to comply with such standards, and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.
5. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any programme or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.
6. UNDP as the Implementing Partner will ensure that the following obligations are binding on each responsible party, subcontractor and sub-recipient:
 - a. Consistent with the Article III of the SBAA *[or the Supplemental Provisions to the Project Document]*, the responsibility for the safety and security of each responsible party, subcontractor and sub-recipient and its personnel and property, and of UNDP's property in such responsible party's, subcontractor's and sub-recipient's custody, rests with such

⁵ To be used where UNDP is the Implementing Partner

⁶ To be used where the UN, a UN fund/programme or a specialized agency is the Implementing Partner

responsible party, subcontractor and sub-recipient. To this end, each responsible party, subcontractor and sub-recipient shall:

- i. 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;
 - ii. assume all risks and liabilities related to such responsible party's, subcontractor's and sub-recipient's security, and the full implementation of the security plan.
- b. 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 the responsible party's, subcontractor's and sub-recipient's obligations under this Project Document.
 - c. Each responsible party, subcontractor and sub-recipient will take appropriate steps to prevent misuse of funds, fraud or corruption, by its officials, consultants, subcontractors and sub-recipients in implementing the project or programme or using the UNDP funds. It will ensure that its financial management, anti-corruption and anti-fraud policies are in place and enforced for all funding received from or through UNDP.
 - d. The requirements of the following documents, then in force at the time of signature of the Project Document, apply to each responsible party, subcontractor and sub-recipient: (a) UNDP Policy on Fraud and other Corrupt Practices and (b) UNDP Office of Audit and Investigations Investigation Guidelines. Each responsible party, subcontractor and sub-recipient agrees to the requirements of the above documents, which are an integral part of this Project Document and are available online at www.undp.org.
 - e. In the event that an investigation is required, UNDP will conduct investigations relating to any aspect of UNDP programmes and projects. Each responsible party, subcontractor and sub-recipient will provide its full cooperation, including making available personnel, relevant documentation, and granting access to its (and its consultants', subcontractors' and sub-recipients') premises, for such purposes at reasonable times and on reasonable conditions as may be required for the purpose of an investigation. Should there be a limitation in meeting this obligation, UNDP shall consult with it to find a solution.
 - f. Each responsible party, subcontractor and sub-recipient will promptly inform UNDP as the Implementing Partner in case of any incidence of inappropriate use of funds, or credible allegation of fraud or corruption with due confidentiality.

Where it becomes aware that a UNDP project or activity, in whole or in part, is the focus of investigation for alleged fraud/corruption, each responsible party, subcontractor and sub-recipient will inform the UNDP Resident Representative/Head of Office, who will promptly inform UNDP's Office of Audit and Investigations (OAI). It will provide regular updates to the head of UNDP in the country and OAI of the status of, and actions relating to, such investigation.

- g. UNDP will be entitled to a refund from the responsible party, subcontractor or sub-recipient of any funds provided that have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of this Project Document. Such amount may be deducted by UNDP from any payment due to the responsible party, subcontractor or sub-recipient under this or any other agreement. Recovery of such amount by UNDP shall not diminish or curtail any responsible party's, subcontractor's or sub-recipient's obligations under this Project Document.

Where such funds have not been refunded to UNDP, the responsible party, subcontractor or sub-recipient agrees that donors to UNDP (including the Government) whose funding is the source, in whole or in part, of the funds for the activities under this Project Document, may seek recourse to such responsible party, subcontractor or sub-recipient for the recovery of any funds determined by UNDP to have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of the Project Document.

Note: The term "Project Document" as used in this clause shall be deemed to include any relevant subsidiary agreement further to the Project Document, including those with responsible parties, subcontractors and sub-recipients.

- h. Each contract issued by the responsible party, subcontractor or sub-recipient in connection with this Project Document shall include a provision representing that no fees, gratuities, rebates, gifts, commissions or other payments, other than those shown in the proposal, have been given, received, or promised in connection with the selection process or in contract execution, and that the recipient of funds from it shall cooperate with any and all investigations and post-payment audits.
- i. Should UNDP refer to the relevant national authorities for appropriate legal action any alleged wrongdoing relating to the project or programme, the Government will ensure that the relevant national authorities shall actively investigate the same and take appropriate legal action against all individuals found to have participated in the wrongdoing, recover and return any recovered funds to UNDP.
- j. Each responsible party, subcontractor and sub-recipient shall ensure that all of its obligations set forth under this section entitled "Risk Management" are passed on to its subcontractors and sub-recipients and that all the clauses under this section entitled "Risk Management Standard Clauses" are adequately reflected, *mutatis mutandis*, in all its sub-contracts or sub-agreements entered into further to this Project Document.

Table 2: Project Risk Log

Project risks					
Description	Type	Impact & Probability	Mitigation Measures	Owner	Status
Referendum will be used as a political tool to take a position regarding the government.	Political	Potential effect: Polarization of voters Probability: 3 Impact: 5	Party-based opposition and early polarization of voters should be avoided by ensuring an “extensive and inclusive” awareness campaign that would “educate” Belizeans on the referendum and would allow them to have an informed decision	Electoral Expert, UNDP CO	No change
Missed opportunity to involve civil society in consultations and implementation.	Political	Potential effect: There will be limited buy-in into the results of the 6 th National Reports Probability: 2 Impact: 4	The project has taken efforts to engage CSOs and the Media within the broader referendum process. More specifically the project will support introduction workshops which will serve as an induction into the referendum process. CSO counterparts will be trained in the components of the national referendum communication strategy. This training allows parties to identify their roles in the process. The Project will manage a comprehensive list of the stakeholders that should be engaged in the process. The technical advisor will advise the Government of Belize on how to facilitate a comprehensive stakeholder engagement process.	Electoral Expert, Referendum Office, UNDP CO	No change
Referendum messaging perceived as being unbalanced resulting in perception of UN system directing voter turnout in support of one particular end result.	Strategic	Potential effect: Reputational risk for parties involved. Probability:2 Impact: 3	Project Quality Assurance mechanisms are set in place to actively monitor the content of project supported messages. Messages are responsive to the national public awareness campaign strategy. The UN System while not actively involved in the crafting of any individual campaign messaging will provide technical support, through UNDP regional networks, to guide inclusive balanced messages which take into consideration uptake limitations by the general population particularly those associated with marginalized subgroups e.g.	Electoral Expert, Referendum Office, UNDP CO	No change

			linguistic minorities.		
As this programme is designed to be complementary to national work programmes, there is a risk of implementation delays triggered by changes in national circumstances s.a. country's exposure to natural disasters during the new hurricane season	Strategic/ Environmental	<p>Potential effect: Implementation Delays (As the country prepares for the upcoming 2018 Atlantic hurricane season, it should consider the possibility of the country being impacted by storm events leading to a diverting of focus and priorities away from planned project activities.</p> <p>Probability:2</p> <p>Impact: 4</p>	While it is envisioned that the project will set in place mechanisms for efficiency and adaptive management which allows for the maintenance of strict project implementation schedules; the project cannot mitigate effectively against the possible destabilizing effect of Force Majeure. It is anticipated however that any significant impact to the country will trigger immediate national diplomatic response, and petition to delay the referendum process.	Referendum Office, UNDP CO	No change

XI. ANNEXES

- A. Multi-year Work-plan
- B. Terms of Reference (TOR) for Project Board
- C. Terms of Reference (TOR) for UNDP Electoral Expert
- D. UNDP Social and Environmental and Social Screening Template (SESP)
- E. UNDP Project Quality Assurance Report (to be completed by UNDP Country Office)
- F. Results of the capacity assessment of the project implementing partner and HACT micro assessment (to be completed by UNDP Country Office)
- G. Any additional agreements, such as cost sharing agreements, project cooperation agreements signed with NGOs (where the NGO is designated as the “executing entity”), letters of financial commitments, GEF OFP letter, GEF PIFs and other templates for all project types, LOA with the government in case DPCs are applied should be attached.