

ANNEX 4

CO-FINANCING MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN THE UNITED NATIONS DEMOCRACY FUND AND
THE UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)
IN [COUNTRY]

A. PROJECT SUMMARY

Project Title: Furthering participatory democracy and democratic dialogue to strengthen local governments and redress violence in Guatemala

Time Frame: The Project will be implemented from [To Be Entered By UNDEF]

Location: in Guatemala

Contribution Amount: US\$ 349,650

Donor: United Nations Democracy Fund

Recipient Agency: United Nations Development Programme (UNDP)

Executing Entity: United Nations Development Programme (UNDP)

Implementing Partner: UNDP will act as implementing agency in close partnership with UNAIDS, UNHCHR and UNICEF.

B. PROJECT DESCRIPTION AND IMPLEMENTATION

The contribution governed by this co-financing MOU shall be utilized exclusively for furthering participatory democracy and democratic dialogue to strengthen local governments and redress violence in Guatemala (see Annex 1- Project Document). It will be used by the recipients to contribute to enhance community participation, contribute to local governance and human rights respect by supporting dialogue spaces at municipal level and strengthen technical capacities of local actors that enable civil society and state institutions interact to tackle the problems posed by violence that severely affect marginalized and vulnerable social groups, state legitimacy and democratic consolidation with a focus on violence prevention. This contribution will be administered in accordance with the regulations and rules applicable to UNDP and by the Rules and Guidelines applicable to UN Democracy Fund Grants and Projects.

C. CONTRIBUTIONS AND SCHEDULE OF PAYMENTS

This contribution will be allocated in one installment of US\$ 349,650 immediately after this co-financing MOU has been signed by both Parties. The total contribution is inclusive of UNDP's up to 5% cost recovery for general management support. UNFIP will inform UNDP when the contribution is paid via an e-mail message with remittance information to contributions@undp.org.

D UNDP SUBSTANTIVE AND FINANCIAL REPORTING:

- Interim financial report prepared and signed by UNDP Guatemala will be submitted by 31 January for the calendar year ended 31 December based on UNDP financial records as of 31 December of such year.
- Annual substantive report prepared by UNDP Guatemala will be submitted by 31 January.
- End of project certified interim financial report prepared and signed by UNDP Guatemala, will be submitted within ninety days after the completion/termination of the project.
- Final substantive report prepared and signed by UNDP Guatemala, will be submitted within ninety days after the completion/termination of the project.
- Final financial report, certified by the Comptroller of UNDP and supplemented with an expenditure report provided by the UNDP Guatemala, will be submitted no later than 30 June of the year following the financial closing of the project.

All interim financial reports shall be prepared and signed by UNDP Guatemala and will provide information according to the following categories: (1) amount received (to be reflected in the reports certified by the Controller); (2) staff and other personnel costs; (3) travel; (4) contractual services; (5) operating expenses; (6) acquisitions; (7) fellowships, grants and other; (8) sub-total; (9) programme support cost (cost recovery); (10) total expenditures.

E. AUDIT

The contribution shall be subject exclusively to the internal and external auditing procedures provided for in the financial regulations, rules and directives of UNDP. Should a biennial Audit Report of the Board of Auditors of UNDP to its governing body contain observations relevant to the contributions, such information shall be made available to the Donor.

F. PAYMENT INSTRUCTIONS

Upon signature by both parties of this co-financing MOU, the funds shall be paid into the following account:

UNDP Contributions Account
No. 015-002284
JP Morgan Chase Bank
1166 Avenue of the Americas, 17th Floor
New York.
SWIFT Address: CHASUS33

Upon financial closure of the project by UNDP, the balance of the funds comprising unspent grant funds and interest income credited to the project shall be paid to the

following account:

Bank Address	JPMORGAN CHASE BANK International Agencies Banking 1166 Avenue of the Americas New York, New York
ABA Routing No	021-000021
Swift No	CHASUS33
Title	United Nations General Trust Fund
Account Number	485-001969
Reference	UNDEF

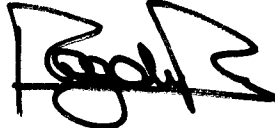
Special Instructions: DO NOT CHARGE BENEFICIARY
ENTER "FUND UDF" TO ID TRANSACTION

Signed on behalf of UNDP:



Beat Rohr
Resident Representative
UNDP Guatemala

Date: 26th January 2007



Signed on behalf of the UN Democracy Fund:

Magdy Martinez-Soliman
Executive Head, a.i.

09/03/2007

Date:

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COMPONENT 1:

COVER PAGE

Country: **GUATEMALA**

UNDAF Outcome(s)/Indicator(s):

The population will benefit from increased State capacities to guarantee the full exercise of Human Rights and to implement a policy of Democratic Security.

Expected Outcome(s)/Indicator (s):

Vulnerable groups benefit from increased civil society and state capacities to prevent and redress violence.

(GP/RP/CP outcomes linked to the MYFF goal and service line)

People as identified as most at risk in the two selected municipalities have benefited from increased civil society and state capacities to prevent and redress violence.

Expected Output(s)/Annual Targets:

Dialogue spaces to address violence prevention have been promoted and generated at local level. Specialized technical assistance and training have been provided in the themes of integral violence prevention.

(GP/RP/CP outputs linked to the above CP outcome)

Two (2) Dialogue Spaces have been created (one per municipality)

Populations identified locally as being most at risk from violence in relation inter alia to development, human rights, health and education have benefited from the work of the Dialogue Spaces through the discussion of participants on violence-prevention related issues and the proposals elaborated to address them

At least five (5) meetings have been carried out in plenary by the Dialogue Spaces

A document has been drafted, discussed and approved by the relevant actors specifying methodology and contents for the training program

A training program has been implemented addressing participants of the Dialogue Spaces

Assessment procedures carried out show the groups have acquired an understanding of the issues related to violence prevention

Grant Recipient:

UNDP Guatemala CO

Executing Entity:

UNDP Guatemala CO

Implementing agencies:

UNDP will act as implementing agency in close partnership with UNAIDS, UNHCHR and UNICEF.

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Narrative

Executive Summary

The project will enhance community participation and contribute to local governance and respect for human rights by supporting dialogue spaces at municipal level and strengthening technical capacities of local actors. This with the aim of enabling civil society and state institutions to interact in tackling the problems posed by the violence that severely affect in a particular way marginalized and vulnerable social groups, as well as state legitimacy and democratic consolidation. The focus will be on violence prevention.

Context Analysis

With the signature of the Peace accords in 1996, Guatemala ends an armed conflict that lasted more than 36 years and engages on the path of the strengthening of democracy. In this, the country's progress is impaired by the violence that has been a constant characteristic of its history and that now threatens the consolidation of democracy and good governance. In this post conflict context, the United Nations System supports the strengthening of the State, for it to approach violence from a new perspective based on democracy, social inclusion and participation. This vision of development requires public policies firmly centered on citizens and their rights.

Civil society has both the right and the potential to contribute to State efforts in the matter of violence prevention by participating in the processes of design and implementation of violence prevention plans. Nevertheless, citizens will not have the opportunity to exert this right if suitable spaces do not exist to carry out dialogue efforts with duty-bearers. The creation and effective functioning of such spaces requires credibility, non-confrontation skills, continuity and technical capacities.

At present, the human resources of state and civil society at national and local level lack the level of technical qualification that would make a joint approach to the problems of violence possible. In addition, democratic and governance weaknesses inhibit the interaction and dialogue of state and civil society, thus making joint interventions rare and difficult. Such limitations will be addressed in order to enable State and -civil society to intervene jointly and effectively to address the phenomenon of violence.

Project Strategy

With the support of UNDEF, the participating Agencies of the United Nations System in Guatemala will promote democracy and the strengthening of local governance through the furthering of state and civil society synergies aimed at promoting articulated and multidisciplinary institutional efforts towards violence prevention and redress.

Local violence prevention requires a thorough identification of the main problems, how they manifest themselves within the community, and their impact on people and societal groups most at risk, as well as an identification of the resources available to prevent and redress them. Citizen participation is crucial within these analytical processes as well as in the design and planning, execution and evaluation of the proposed actions. Civil society participation can ensure the required social commitment and support to states efforts without which policies usually fail. Such participation will be promoted through the development of local state/civil society dialogue spaces.

The Project strategy, focused on the promotion of democratic participation and using a human rights based approach seeks

1. To improve often deteriorated relationships between the community and local government, with the purpose of consolidating joint working spaces where the community participates in the proposals of strategies to prevent violence.
2. To strengthen the existing social networks under the presumption that this will allow the development and consolidation of the local social capital. This would also contribute to prevent violence.

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3. To consolidate local crime prevention strategies, on the basis of the assumption that types and modalities of violence are different in each locality.

The United Nations System, with the support provided by UNDEF, will promote technical support to the local governments for the creation of local spaces of dialogue between State and citizens and training for the participants. The strengthening of the capacity of participants will set the basis for the adoption of articulated approaches to violence prevention and monitoring aiming at various kinds of violent behaviors affecting the most vulnerable groups of society.

The work within the developed dialogue spaces will have as its basis diagnoses produced in a participatory way. In addition, ensuing interventions will be supported by highly developed methodologies that will allow a thorough knowledge and monitoring of the phenomenon of violence in each community.

Generated dialogue spaces will be provided with training and qualification programs by specialized human resources in order to promote capacity building and local empowerment. Participants must be enabled to produce and to use the knowledge generated in the subject of violence prevention, in order to grant greater levels of appropriation and success in the effort to reduce victimization and the levels of fear of the Guatemalan population.

Sustainability

The Project seeks to achieve technical, social and institutional sustainability by ensuring local government and citizens' appropriation of their democratic role. Sustainability will also be granted by the effectiveness and legitimacy of developed local community spaces and their proposals.

Sustainability of this experience will also be guaranteed through the capacity to materialize and carry out the proposals and actions agreed within the generated dialogue spaces.

Gender, marginalized and vulnerable groups considerations

In a post-conflict context of emerging democracy and fragile institutions, violence has uprooted entire communities, usually the most impoverished ones, eroded social capital and marginalized substantial sectors of the population. This violent context favors gross human rights violations that need to be redressed, *inter alia*, by participatory and democratic interventions that enable local communities to engage in effective mechanisms of coordination.

Violence is affecting the population at the local level, in the spaces in which it daily works and lives. It is nowadays a proven fact that the poorest countries and people are the ones most affected by violence. When acknowledging that violence has multiple causes, its treatment must contemplate multidisciplinary and inter-institutional approaches.

Women participation within democratic spaces is extremely unequal in Guatemala. Severe gender-based violence is met by fragile institutions quite unable to address this phenomenon. Femicide, domestic and sexual violence have raised since the signing of the Peace Accords. Particular focus will be put on the need to address gender-related violence and to ensure active participation of women in the generated community spaces.

This intervention is designed in order to redress and prevent those causes of violence that affect the people and social groups most at risk, as identified through the use of a human rights-based approach and in relation to their development, human rights, health and education. Set results aim at the promotion of joint state-civil society interventions, in close collaboration with and with the support of participating United Nations Agencies.

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Programme Period: 2007-2008

Programme Component:

Project Title: "Furthering participatory democracy and democratic dialogue to strengthen local governments and redress violence in Guatemala"

Project ID: GUA/06/017

Project Duration: 2 years

Management Arrangement: Project formulation responds to an Inter Agency Project. Set agreements among participating UN Agencies establish that UNDP Guatemala will assume responsibilities as Executing Agency. UNDP will also act as implementing agency in close partnership with UNAIDS, UNHCHR and UNICEF. Project will be executed under a Direct Execution Modality.

Total Budget	USD
Allocated resources:	349,650
• Government	_____
• Regular	_____
• Other:	
○ Donor	UNDEF USD 349,650
○ Donor	_____
○ Donor	_____
• In kind contributions	
• Unfunded budget:	0

Agreed by (Government): Some local governments of Guatemala

Agreed by (Executing Entity): UNDP Guatemala CO

Agreed by (UNDP): UNDP Resident Representative

PROJECT RESULTS AND RESOURCES FRAMEWORK

<p>Intended Outcome as stated in the Country/ Regional/ Global Programme Results and Resource Framework: Vulnerable groups benefit from increased civil society and state capacities to prevent and redress violence.</p>					
<p>Outcome indicators as stated in the Country/ Regional/ Global Programme Results and Resources Framework, including baseline and targets. Local governments count with created dialogue spaces and strengthened human resources in their technical, operational and coordination capacities, as well as jointly agreed work plans to address and tackle violence.</p>					
<p>Applicable MYFF Service Line:</p>					
<p>Partnership Strategy UNDP will act as implementing agency in close partnership with UNAIDS, UNHCHR and UNICEF.</p>					
<p>Project title and ID (ATLAS Award ID): Furthering participatory democracy and democratic dialogue to strengthen local governments and redress violence in Guatemala</p>					
Intended Outputs	Output Target 1 for year 2007 (quarters)		Indicative Activities	Responsible parties	Inputs
Dialogue spaces have been created at local level to address violence prevention	X		Baseline formulation	UNDP, UNAIDS, UNHCHR and UNICEF	Salaries 36,000 Travel 2,750
	X	X	Introductory workshops (1-2 per Municipality with up to 20 participants each) with local authorities to analyze and sensitize about violence, vulnerable groups, local implications and responsibilities.	Local participants and UNDP, UNAIDS, UNHCHR and UNICEF	Meetings and Training 26,250 Advocacy 8,750
		X	Diagnose of the violent manifestations within the municipality, through a participatory approach at local level.	Local participants and UNDP, UNAIDS, UNHCHR and UNICEF	Monitoring and Evaluation 3,500
		X	Creation, technical support and strengthening of Dialogue Spaces (with up to 50 participants) between state and civil society to address violence as related to HIV, child, youth and human rights issues at local level.	UNDP, UNAIDS, UNHCHR and UNICEF	Miscellaneous 6,000 Overhead 4,162.5

<p>Intended Outcome as stated in the Country/ Regional/ Global Programme Results and Resource Framework: Vulnerable groups benefit from increased civil society and state capacities to prevent and redress violence.</p> <p>Outcome indicators as stated in the Country/ Regional/ Global Programme Results and Resources Framework, including baseline and targets. Local governments count with created dialogue spaces and strengthened human resources in their technical, operational and coordination capacities, as well as consented work plans to address and tackle violence.</p> <p>Applicable MYFF Service Line:</p> <p>Partnership Strategy UNDP will act as implementing agency in close partnership with UNAIDS, UNHCHR and UNICEF.</p> <p>Project title and ID (ATLAS Award ID): Furthering participatory democracy and democratic dialogue to strengthen local governments and redress violence in Guatemala</p>					
Intended Outputs	Output Target 2 for year 2007 (quarters)		Indicative Activities	Responsible parties	Inputs
	X	X			
Specialized technical assistance and training has been provided on issues related to violence prevention	X	X	Specialized educational materials on violence prevention developed.	UNDP, UNAIDS, UNHCHR and UNICEF	Salaries 36,000 Travel 2,750
		X	Technical assistance and training programs developed. Child and youth courses on rights awareness and protection (on the basis of national and international law) developed.	UNDP, UNAIDS, UNHCHR and UNICEF on the basis of requests from the groups and preliminary studies and depending on the subject matter	Meetings and Training 26,250 Advocacy 8,750 Monitoring and Evaluation 3,500
		X	Participatory elaboration of proposals aimed at addressing local protection problems related to HIV, human rights, children and youth.	Participants in the Dialogue Spaces with the support of UNDP, UNAIDS, UNHCHR and UNICEF	Miscellaneous 6,000 Overhead 4,162.5
		X	Monitoring and Evaluation Plan defined, agreed and carried out.	Participants in Spaces and UNDP, UNAIDS, UNHCHR and UNICEF	

<p>Intended Outcome as stated in the Country/ Regional/ Global Programme Results and Resource Framework: Vulnerable groups benefit from increased civil society and state capacities to prevent and redress violence.</p> <p>Outcome indicators as stated in the Country/ Regional/ Global Programme Results and Resources Framework, including baseline and targets. Local governments count with created dialogue spaces and strengthened human resources in their technical, operational and coordination capacities, as well as jointly agreed work plans to address and tackle violence.</p> <p>Applicable MYFF Service Line: Partnership Strategy UNDP will act as implementing agency in close partnership with UNAIDS, UNHCHR and UNICEF.</p> <p>Project title and ID (ATLAS Award ID): Furthering participatory democracy and democratic dialogue to strengthen local governments and redress violence in Guatemala</p>				
Intended Outputs	Output Target 1 for year 2008 (quarters)	Indicative Activities	Responsible parties	Inputs
Dialogue spaces have been created at local level to address violence prevention		Baseline formulation	UNDP, UNAIDS, UNHCHR and UNICEF	Salaries 36,000 Travel 2,750
		Introductory workshops (1-2 per Municipality with up to 20 participants each) with local authorities to analyze and sensitize about violence, vulnerable groups, local implications and responsibilities.	Local participants and UNDP, UNAIDS, UNHCHR and UNICEF	Meetings and Training 26,250 Advocacy 8,750
	X	Diagnose of the violent manifestations within the municipality, through a participatory approach at local level.	Local participants and UNDP, UNAIDS, UNHCHR and UNICEF	Monitoring and Evaluation 3,500
	X	Technical support and strengthening of Dialogue Spaces (with up to 50 participants) between state and civil society to address violence as related to HIV, child, youth and human rights issues at local level.	UNDP, UNAIDS, UNHCHR and UNICEF	Miscellaneous 6,000 Overhead 4,162.5

Intended Outcome as stated in the Country/ Regional/ Global Programme Results and Resource Framework: Vulnerable groups benefit from increased civil society and state capacities to prevent and redress violence.					
Outcome indicators as stated in the Country/ Regional/ Global Programme Results and Resources Framework, including baseline and targets. Local governments count with created dialogue spaces and strengthened human resources in their technical, operational and coordination capacities, as well as consented work plans to address and tackle violence.					
Applicable MYFF Service Line:					
Partnership Strategy UNDP will act as implementing agency in close partnership with UNAIDS, UNHCHR and UNICEF.					
Project title and ID (ATLAS Award ID): Furthering participatory democracy and democratic dialogue to strengthen local governments and redress violence in Guatemala					
Intended Outputs	Output Target 2 for year 2008 (quarters)	Indicative Activities	Responsible parties	Inputs	
Specialized technical assistance and training has been provided on issues related to violence prevention	X	Specialized educational materials on violence prevention developed.	UNDP, UNAIDS, UNHCHR and UNICEF	Salaries	36,000
	X	Technical assistance and training programs developed. Child and youth courses on rights awareness and protection (on the basis of national and international law) developed.	UNDP, UNAIDS, UNHCHR and UNICEF on the basis of requests from the groups and preliminary studies and depending on the subject matter	Travel Meetings and Training Advocacy	2,750 26,250 8,750
	X	Participatory elaboration of proposals aimed at addressing local protection problems related to HIV, human rights, children and youth.	Participants in the Dialogue Spaces with the support of UNDP, UNAIDS, UNHCHR and UNICEF	Monitoring and Evaluation Miscellaneous	3,500 6,000
	X	Monitoring and Evaluation Plan carried out.	Participants in Spaces and UNDP, UNAIDS, UNHCHR and UNICEF	Overhead	4,162.5

Year _____

The Annual Work Plan (AWP) Monitoring Tool

CP Component _____
 Executing Entity _____

EXPECTED CP OUTPUTS AND INDICATORS including annual targets	PLANNED ACTIVITIES	EXPENDITURES <i>List actual expenditures against activities completed</i>	RESULTS OF ACTIVITIES <i>For each activity, state the results of the activity</i>	PROGRESS TOWARDS ACHIEVING CP OUTPUTS <small>Using data on annual indicator targets, state progress towards achieving the CP outputs. Comment on factors that facilitated and/or constrained achievement of results. Identify any risks and assumptions as identified in the CP M&E Framework materialized or whether new risks emerged.</small> <ul style="list-style-type: none"> ▪ Internal factors such as timing of inputs and activities, quality of products and services, coordination and CP data management issues.
OUTPUT 1: Platforms established for multi-sector dialogue between communities and authorities on violence prevention through the promotion and protection of human rights	1.1. Preliminary consultations at the inter-agency level to identify criteria for the selection of the two target municipalities 1.2. Consultations with counterparts on the selection of municipalities 1.3. Selection of municipalities		1.1. Selection criteria established 1.2. The selection of the municipalities done in accordance with the criteria established	
INDICATOR 1.1 WITH TARGET FOR THE YEAR: Baseline study conducted on direct and underlying causes and implications of violence as well as the preventive capacities of local authorities and communities <i>Importantly, the analysis will be carried out through the human rights based approach linking the societal issue of</i>	1.4. Introductory workshops (one/two per municipality) with a representative sector of society (not more than twenty (20) participants each) to analyze violence and capacities of authorities and communities to address its root causes: <ul style="list-style-type: none"> ▪ Coordination among relevant institutions for the collection of information ▪ Technical assistance to participatory development of the study 		1.3. Analytical preliminary study on violence and related issues (causes, most affected groups, etc.) prepared	

Project document for projects outside a CPAP

<p><i>violence to human rights norms and principles, to duty-bearers and rights-holders, and accountability mechanisms.</i></p> <p><i>The analysis will focus on inequalities, discriminatory practices, exclusion and unjust power relations that result in some layers of society being mostly at risk of being affected by violence.</i></p>	<p>1.5. Creation of two (2) Dialogue Spaces of a maximum of fifty (50) participants each, providing a full representation of society (State and non-State actors) and dealing with the prevention of violence as it affects the development, health, education and generally the human rights of local populations.</p> <p>1.6. The Dialogue Spaces meet a minimum of five (5) times in a year in plenary</p>		<p>1.4. Relevant actors united in dialogue groups.</p> <p>1.5. Participants in the Dialogue Spaces validate the preliminary study</p> <p>1.6. Participants define their plan of work and the input required by participating Agencies, and carry out first years' activities of the project in each municipality.</p> <p>1.7. Potentially successful entry-points for the programme are established in truly participatory fashion</p>
<p>INDICATOR 1.2 WITH TARGET FOR THE YEAR:</p> <p>An enabling and participatory environment for dialogue on the prevention of violence has been created in the two target municipalities.</p> <p><i>Importantly, the project will ensure participation</i></p>	<p>1.7. Organization of Working Groups within the Dialogue Spaces to address specific issues. The Working Groups will meet as frequently as esteemed necessary by the participants and will be composed of not less than ten (10) participants</p>		<p>1.8. The Working Groups are trained as requested/necessary by the participating Agencies</p> <p>1.9. The Working Groups present proposals to the Dialogue Spaces for validation and implementation</p>

Project document for projects outside a CPAP

<p><i>particularly of discriminated and excluded groups and gives equal importance to dialogue processes and outcomes</i></p>	<p>1.8. Alliances with academic institutions working in the municipalities will be sought</p>		<p>1.10. The dialogue process will be strengthened by seeking the participation of relevant institutions that may contribute valuable inputs</p>	
<p>INDICATOR 1.3 WITH TARGET FOR THE YEAR:</p> <p>The participation in dialogues on violence of societal groups most affected by violence as it relates to human rights violations, development issues, health, education and HIV/Aids is actively sought at the municipal level.</p>	<p>1.9. Dissemination of the results of the work of the Dialogue Spaces to key regional and national policy-makers and stakeholders.</p>		<p>1.11. The results of the project are used for future projects in other municipalities or taken up at the national level to inform security policies and strategies</p>	

Project document for projects outside a CPAP

<p>OUTPUT 2: Hands-on technical assistance and training on the prevention of violence, human rights violations and HIV/AIDS delivered by participating Agencies and their partners.</p> <p>INDICATOR 2.1 WITH TARGET FOR THE YEAR: Capacities of local authorities to protect its communities and of the latter to claim their rights strengthened: between 40 and 60 participants in the Dialogue Spaces sensitized and trained on violence prevention as it relates to human rights, education, development and HIV/AIDS prevention</p> <p>INDICATOR 2.2 WITH TARGET FOR THE YEAR: A training manual including methodology for the training</p>	<p>2.1. Educational materials on the prevention of violence prepared (either developed or adapted) as necessary to facilitate the work of the Dialogue Spaces</p> <p>2.2. Courses on human rights awareness and protection according to national law and international human rights law developed for delivery to all participants in the Dialogue Spaces</p> <p>2.3. Joint participatory elaboration of proposals aimed at addressing HIV, human rights, and child, adolescence and youth protection issues at the local level.</p>		<p>2.1. The necessary educational materials developed for the training sessions</p> <p>2.2. Course materials and methodology developed</p> <p>2.3. Local actors' response capacities have been strengthened allowing them to formulate conflict-preventive proposals</p> <p>2.4 The conflict-preventive proposals devised and agreed upon. These will allow the community to participate in the design of public policy concerning it directly. This collaborative process will be a contribution to the strengthening of democracy as local government and civil society come together to solve their problems.</p>	
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Project document for projects outside a CPAP

<p>programme on conflict prevention and human rights approved by all relevant actors</p> <p>INDICATOR 2.3 WITH TARGET FOR THE YEAR: A training programme implemented for all participants in the Dialogue Spaces.</p> <p>INDICATOR 2.4 WITH TARGET FOR THE YEAR: Participatory evaluation of the work of the Dialogue Spaces on the prevention of violence carried out</p>	<p>2.4. Monitoring and evaluation plan defined, agreed and carried out.</p>		<p>2.5 The results of the programme assessed and evaluated in a participatory fashion.</p>	
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ANNEX III

PARTNERSHIP INFORMATION

Executing Agency

Name of Organization: United Nations Development Program
Address: Guatemala
Telephone/Fax: (502) 2384 31 00/ 2384-3200
Web Site: www.pnudguatemala.org

Name of Person Responsible for Execution of the Project: Beat Rohr
Title: Representative
Telephone/Fax: 502) 2384 31 00/ 2384-3200
E-mail: beat.rohr@undp.org

Implementing Agencies

Name of Organization: UNHCHR
Address: Guatemala
Telephone/Fax: (502) 2382-4000 / 2382-4010
Web Site: www.oacnudh.org.gt

Name of Person Responsible for Implementation of the Project: Anders Kompass
Title: Representativa
Telephone/Fax: (502) 2382-4000 / 2382-4010
E-mail: anders.kompass@undp.org

Name of Organization: UNICEF
Address: Guatemala
Telephone/Fax: (502) 2327-6373/ 2327-6366
Web Site: www.unicef.org/guatemala

Name of Person Responsible for Implementation of the Project: Manuel Manrique
Title: Representative
Telephone/Fax: 502) 2327-6373/ 2327-6366
E-mail: mmanrique@unicef.org

Name of Organization: **UNAIDS**
Address: Guatemala
Telephone/Fax: (502) 2384-3148/ 2385-3855
Web Site:

Name of Person Responsible for Implementation of the Project: Michael Bartos
Title: International Country Coordinator
Telephone/Fax: (502) 2384-3148/ 2385-3855
E-mail: michael.bartos@undp.org

UNDEF PROJECT BUDGET IN US DOLLARS

Executing Agency: UNDP Guatemala CO
Project Title: Furthering Democratic Participation for Violence Prevention
Start Date: 1-Apr-07
End Date: 31-Dec-08
Executing Agency Project Number:
MIS Project ID: L027
JNDEF Project Number.: UDF-GUA-06-053

Project Budget Lines	Object of Expenditure	Project Budget		
		I	II	III
		Total	Year 1	Year 2
		US\$	US\$	US\$
1	Salaries			
a	International Professionals			
b	National Professionals	120,000	60,000	60,000
c	Administrative Assistants	24,000	12,000	12,000
d	Others	0		
	Total	144,000	72,000	72,000
2	Travel			
	Total	11,000	5,500	5,500
3	Contractual services			
	Total	0	0	0
4	Meetings and Training			
a	Seminars, Workshops, Trainings & Meetings	85,000	40,000	45,000
b	Study Tours	20,000	12,500	7,500
	Total	105,000	52,500	52,500
5	Project Equipment			
a	IT Equipment	0		
b	Other Equipment	0		
	Total	0	0	0
6	Advocacy			
a	Publications, Pamphlets & Brochures	25,000	10,000	15,000
b	Other Media (including web sites)	10,000	7,500	2,500
	Total	35,000	17,500	17,500
7	Monitoring and Evaluation - Note 1	14,000	7,000	7,000
	Total	14,000	7,000	7,000
8	Miscellaneous			
a	Rent	24,000	12,000	12,000
b	Supplies	0		
c	Sundry - Note 2	0		
	Total	24,000	12,000	12,000
9	Total Project Cost (TPC)	333,000	166,500	166,500
10	Admin. Overhead Fee @ 5% of TPC - Note 3	16,650	8,325	8,325
11	Total UNDEF Grant Award - Note 4	349,650	174,825	174,825

Notes: Budget lines may be added and all line items should be rounded off to the nearest dollar. Please note yellow cells are formulas and should not be altered.

- 1 All projects are entitled to 10% of the project budget to cover the cost of monitoring and evaluation activities, to be capped at \$25,000.
- 2 Miscellaneous expenses include bank charges, expendable office supplies, telephone lines/fax charges, freight, postage, etc.
- 3 This fee must be calculated at 5% of the Total Project Costs NOT 5% of the Total UNDEF Grant Award.
- 4 This line item must not exceed the total UNDEF grant award.