

PROJECT DOCUMENT

Project Title: Strengthening Libyan civil society organisations to improve the lives of women and youth including migrants across Libya

Project Number:

Implementing Partner:

Start Date: January 2020 **End Date:** December 2020.



Empowered lives.
Resilient nations.


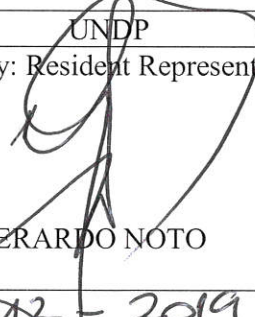
Brief Description

The joint project between UNDP Libya and UN Women Libya aims to improve the lives of women, youth including migrants through capacity building and low grant provision to Women and youth CSO's in Libya. UNDP -UN Women will support the empowerment of Libyan women, youth and migrants through building the capacity of Women CSOs in basic project management skills to develop and implement effective projects that will improve women's, youth and migrants' lives in the West, East and South of Libya.

The project will be implemented in two phases. The first phase comprises of building the capacity of Women and youth CSOs, consolidating their institutional and organizational skills in conceptualizing, designing and implementing effective projects. The second phase of the project envisages the allocation of 9 low value grants for the CSOs who have participated in the first phase to implement projects they developed in phase 1 worth up 15,000USD. This project will work as a pilot to further mobilize resources and build new partnerships to continue support to Women and youth CSOs working for women, youth and migrant empowerment in Libya.

Total resources required:	USD 255,000	
Total resources allocated:	UNDP	165,000
	UN Women	90,000
	Government:	
	In-Kind:	
Unfunded:	\$	

Agreed by

UN WOMEN	UNDP
Represented By: UN Women Representative Tunisia Libya 	Represented By: Resident Representative 
Print Name: BEGONA LASAGABASTER	Print Name: GERARDO NOTO
Date: 9-12-2019	Date: 9-12-2019

I. DEVELOPMENT CHALLENGE (1/4 PAGE – 2 PAGES RECOMMENDED)

The joint project between UNDP Libya and UN Women Libya aims to improve the lives of women, youth including migrants through capacity building and providing low value grants to women and youth CSO's in Libya, responding to the complex development challenges facing women, youth and migrants in the West, East and South of Libya. The joint project builds on the current ongoing programmes of UNDP and UN Women on Peacebuilding, Stabilization and building resilience at the local level.

Whilst Libya ratified the Convention on the Elimination of all forms of Discrimination against Women with reservations, Libya is strongly guided by social norms and gender stereotypical obligations that constrain women and girls' ability to attain their economic, social and political and cultural rights. The political instability and recent outbreak of conflict has deeply impacted the security of women, youth, and migrants at the local level and their ability to attain access to essential services and economic, social and political empowerment. Continuing conflict and violent extremism have heightened the risk of violence against women, whilst essential services including public health, and law enforcement has greatly deteriorated. Since the outbreak of conflict on 4 April 2019, more than 400 civilians have been killed and at least 301,000 people have been forced to flee their homes. Women migrants, refugees, asylum seekers, those in detention centers and the internally displaced face differential and increased vulnerability to gender-based violence. The lack of access to healthcare services poses a major challenge for women, amongst whom there is a higher prevalence rate of chronic diseases than men and who face greater challenges in accessing specialized services. Critical specialized services such as sexual and reproductive health (SRH) services are weak across the country.

Women's instrumental role in the 2011 uprising has not translated into political influence nor political representation. Article 6 of the Interim Libyan Constitution states that Libyans shall be equal before the law, enjoy civil and political rights, have the same opportunities in all areas. However Libyan women do not have the same rights in much legislation (for example Libyan women cannot pass on their nationality to a non-Libyan spouse or child.) Additionally, there is no specific legislation for the punishment of and protection from domestic violence, and no entire comprehensive anti-trafficking legislation.

A recent UN Women study has found a significant increase in female-headed households, and found that that women in Libya were 12 times more likely to be unemployed than the men (5% of men were unemployed; 61% of women were unemployed). Research and evidence shows providing targeted livelihood and protection support at the local level to women in crisis-affected countries will not only support their empowerment but will have a ripple effect on the wellbeing of their families and communities. Women's and youth's active participation in economic life makes peacebuilding and recovery efforts more sustainable, particularly since women are more likely to invest their income in family and community welfare.

Supporting women and youth civil society organisations is critical to addressing the complex development and humanitarian and peacebuilding challenges facing Libya currently. Research has indicated that directly supporting, capacitating and engaging with civil society and grassroots organizations is key to reaching those most vulnerable. Whilst Libyan CSOs play a crucial role in responding to the diverse complex development and humanitarian issues facing women and girls in Libya, CSOs focusing on women in Libya are faced with several challenges including: weak institutional capacity to effectively implement projects; their agendas are often aligned to resource mobilization needs, which makes activities ad-hoc and there is no coordination and networking among CSOs, which often translates into duplication of activities and increased competition for resources. Programmatic engagement is needed to ensure they have the necessary skills to implement programmatic and advocacy work at the community level, including managing grants received, within an accountability and results framework.¹

Therefore, UNDP and UN Women will support the empowerment of Libyan women, youth and migrants through building the capacity of Women and youth CSOs in basic project management skills to develop and implement effective projects that will improve women's, youth and migrants' lives in the West, East and South of Libya. The first phase comprises of building the capacity of Women and youth CSOs, consolidating their

¹ (extracted from The Post-Revolutionary Pioneers – Emerging Opportunities and Implications for Libya Women and Civil Society).

institutional and organizational skills in conceptualizing, designing and implementing effective projects. The second phase of the project envisages the allocation of 9 low value grants for the CSOs who have participated in the first phase to implement projects they developed in phase 1 worth up 15,000USD.

II. STRATEGY

In efforts to enhance coordination, in line with the Delivering as One strategy, the UN Strategic Framework for Libya 2019 – 2020 and efforts to align with the New way of working along the Humanitarian Development Nexus, UNDP Libya and UN Women Libya have identified 6 key areas to for collaboration and enhanced partnership. These include supporting women and girls in programming relating to Elections, National Reconciliation, Rule of Law, Anti-Corruption, governance initiatives and strengthening initiatives supporting grassroots women and youths' organizations. Under the framework of supporting grassroots women and youths' organizations, UNDP and UN Women will support the empowerment of Libyan women and youth, including improving lives of migrants living among host communities, through building capacity of CSOs for them to implement effective projects.

The project envisages two phases.

1. The first phase includes a capacity building training for CSOs to strengthen institutional and organizational skills in conceptualizing, designing and implementing effective projects. CSOs will be invited to submit a “statement of purpose” through a “Call for Application” justifying their needs for capacity building. At this first phase, CSOs will not be requested to finalize a project. However, the statement of purpose must include an idea for a project regarding empowerment of women, youth and migrants in line with each CSOs vocation, expertise and field of work.² The project idea should identify the potential benefits for women, youth, migrant group (s). The invitation for applying to the training will be done through social media and agencies' websites, together with a specific “statement of purpose format” addressing the above-mentioned items. Capacity building will be conducted with the chosen CSOs. This workshop will invite around **15 CSOs** and include a training on gender equality and women's empowerment, and consolidating their institutional and organizational skills in conceptualizing, designing and implementing effective projects.
2. The second phase of this project envisages the allocation of **9 low value grants worth 15,000 USD**, for CSOs graduated from the capacity building strategy representing one initiative in each region (West, East and South) of Libya. Not all CSOs participating in the capacity building will be chosen for the low grants. A selection will be completed following the capacity building workshop.

This project will work as a pilot to further mobilize resources and build new partnerships to keep supporting the CSOs working for women/youth/migrant empowerment in Libya.

Theory of Change

IF Libyan women and youth CSOs and grassroots organisations are capacitated in their institutional and organizational skills to conceptualize, design and implement effective projects AND have their capacities strengthened on working on gender equality and women's empowerment, THEN programmes implemented in Libya are more gender responsive to benefit women and youth better responding to the complex humanitarian and development needs facing women and youth and migrants in Libya.

² The invitation for submitting statement of purposes will welcome organizations focusing on women empowerment that focus on topics under the thematic area of UNSCR 1325 (Women, Peace and Security) and 2250 (Youth, Peace and Security) (1) participation of women and youth at the community level (2) protection of women and girls from gender-based violence, (3) prevention of violence, gender sensitive prevention activities and activities that support social cohesion, supporting local women's peace initiatives and conflict resolution processes (4) relief and recovery programmes that ensure gender sensitive humanitarian response and (5) disengagement and reintegration of youth affected by armed conflict including through gender sensitive youth employment opportunities.

Project timeline

- Prodoc Signed December, 2019.
- Call for Capacity Building Announced in beginning January 2020.
- Late January – 15 CSOs are chosen for capacity building workshop.
- February – Workshop implemented.
- March – CSOs identified.
- April - December - 9 organizations are given low value grants to implement.

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

Expected Outcome

The overall objective of this project is to increase the institutional capacity for grassroots women and youth CSOs to respond to the complex humanitarian, development and peacebuilding challenges facing women, youth and migrants in Libya.

The expected outputs of this project are:

Output 1: Libyan women and youth CSOs' capacities to conceptualize, design, manage, monitor and evaluate projects for empowering women, youth, migrants in Libya, are strengthened.

Output 2: Libyan women and youth CSOs working under low value grants implement projects empowering women and youth and migrants at the local level.

Partnership

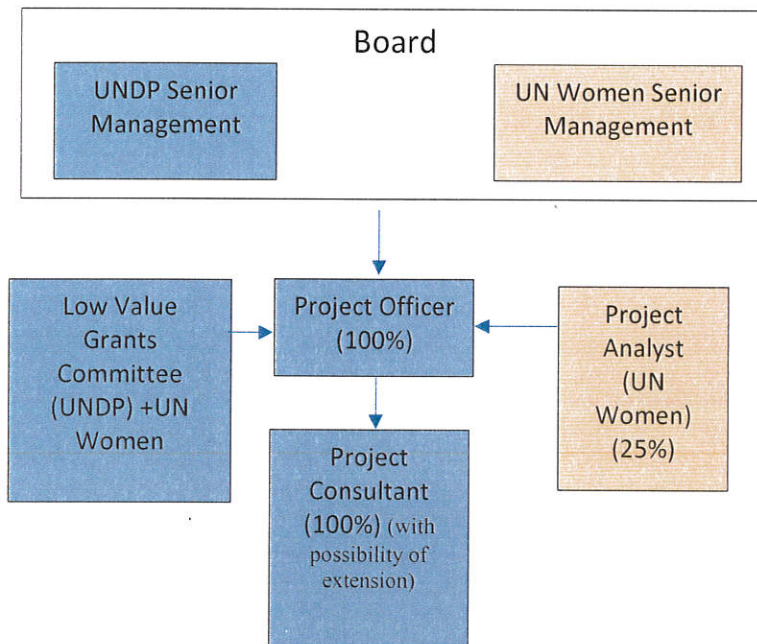
UN Women and UNDP are natural partners, sharing the same values, objectives for advancing peace and security and human rights and development. Both agencies recognize the benefits of partnering to address the root causes of gender inequalities, including discriminatory practices and social norms, especially as these are exacerbated by armed conflict. In line with the UNDP Libya Country Programme Document (2019-2020) and UN Women Libya 2020 Annual Work Plan, both agencies will jointly work towards advancing women's empowerment, including promotion of women's political participation, economic inclusion of women either through job generation of entrepreneurship initiatives, promotion of gender-sensitive policies and creation of more inclusive governance processes. This initiative aims at creating partnerships with strengthened CSOs working for women empowerment, it also aims at initiating and continue building partnerships with interested donors and new CSOs which have not collaborated with UN agencies before.

In efforts to enhance coordination, in line with the Delivering as One strategy, the UN Strategic Framework for Libya 2019 – 2020 and efforts to align with the New way of working along the Humanitarian Development Nexus, UNDP Libya and UN Women Libya have identified 6 key areas to for collaboration and enhanced partnership, including supporting women and girls in programming relating to Elections, National Reconciliation, Rule of Law, Anti-Corruption, support to local governance initiatives and strengthening initiatives supporting grassroots women and youths' organizations. Both agencies are committed to supporting Libya to achieve the Sustainable Development Goals, particularly #5 and #16.

IV. PROJECT MANAGEMENT

The project will be managed by UNDP and UN Women which take entire responsibility for the implementation of project activities following each agencies' rules and regulations.

All financial resources mobilized will be channelled through the UNDP Contribution Bank Account and funds will be managed by UNDP. UNDP will utilize the fast-track crisis response contract and procurement management procedures to expedite effective and timely services required for the success of the support provided to the Project during the duration of the project.



Project Board

A Project Board will be established to ensure strategic direction and oversee the implementation of the project. The Project Board will meet at the beginning of the project to select the 15 CSOs that will be included in the capacity building workshop. This Project Board will also have a midterm and final term project review for monitoring the project progress, the challenges and if needed, to redirect activities for the six-month project lifespan.

Project Officer

The project will be supervised by one Project Officer situated in UNDP, charged (100%) to the project. This project officer will coordinate the drafting of the Call for Proposal and its translation into Arabic, supervise the hiring process of the project Consultant, supervise the organisation of the CSO workshop and coordinate with the Low Value Grant Steering Committee for the selection of the proposals.

Project Analyst

A Project Analyst from UN Women will support the Project in an advisory capacity, charged (25%) to the project. reviewing the Call for Proposal and supporting the Project Officer in the implementation of the programme. The Project Analyst will be paid from UN Women.

Low Value Grants Committee

The Low Value Grant Steering Committee will be in charge of evaluation the project proposals to be sponsored and implemented. UN Women will join the Committee for the Selection process.

Project Consultant

A Project Consultant will be hired from the project budget, charged (100%) to the project. to support with the implementation of the workshop, liaising with the CSOs and supporting with them as needed, monitor the dispersal of the grants in Libya, and with evaluation processes.

V. RESULTS FRAMEWORK³

³ 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.

Outcome level result: Programmes implemented in Libya are more gender responsive to benefit women and youth better responding to the complex humanitarian and development needs facing women and youth and migrants in Libya.

Outcome level indicators:

- 1) Institutional Strengthening Index created by UNDP and UN women showing ex-ante and ex-post positions for selected CSOs.
- 2) Number of women, youth, migrants reporting concrete benefits at the closing of the three CSOs initiatives in West, East and South of Libya.

Baselines for both indicators: TBD according to baseline index scorings for each CSO selected to participate in the capacity building strategy. For indicator two the baseline will be the initial perception of potential benefited women, youth or migrants for initiative selected for the low value grant scheme.

Targets for both indicators: Baseline index scoring strengthened in the 15 CSOs selected for workshop. Target 2 will be calculated as an increase on the initial perception of potential benefited women youth or migrant for initiative selected for the low value grant scheme.

Verification means.

- 1) Indicator one: *ex-ante* analysis of ‘‘statement of purposes’’ which will include needs self-assessment to build the ‘‘Institutional strengthening Index’’. *Ex -post* assessment and CSO perception survey reporting usefulness of capacity building strategy yielding a revised index scoring for each CSO.
- 2) Indicator two: *ex-ante* and *ex-post* perception surveys addressing potential beneficiaries of selected projects for low value grants.

EXPECTED OUTPUTS	OUTPUT INDICATORS ⁴	DATA SOURCE	BASELINE	TARGETS (after six months)	DATA COLLECTION METHODS & RISKS
<p>Output 1: Libyan women and youth CSOs’ capacities to conceptualize, design, manage, monitor and evaluate projects for empowering women, youth, migrants in Libya, are strengthened.</p>	<p># of CSO participating in Capacity building workshop % of participants in workshop reporting increased capacities in developing project proposals. % of CSO selected completing the training % of CSO completed project proposals % of participants in workshop with enhanced awareness in promoting gender equality and women’s empowerment</p>	<p>UNDP and UN Women</p>	<p>Indicator 1. 0 Indicator 2. 0 % Indicator 3. 0%</p>	<ol style="list-style-type: none"> 1. 15 CSO participating in Capacity building workshop 2. 50% of participants in workshop reporting increased capacities in developing project proposals 3. 50% of participants in workshop with enhanced awareness in promoting gender equality and women’s empowerment 	<p>Tailored made monitoring tools such as ex-ante and ex-post surveys and data collection for CSO numbers during workshop</p>

Output 2: Libyan women and youth CSOs working under low value grants implement short term projects empowering women and youth and migrants at the local level.	# of CSO with projects implemented through low value grant schemes (West, East and South) # of CSO achieving the projects results. # of women received support by total projects # of youth received support by total projects # of migrants received support by total projects	UNDP and UN Women	Indicator 1.0 Indicator 2.0 Indicator 3.0 Indicator 4.	1. 9 CSOs with projects implemented through low value grant schemes (West, East and South) 2. 180 women 3. 80 youth 4. 60 migrants	Tailored made monitoring tools
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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:
[Note: *monitoring and evaluation plans should be adapted to project context, as needed*]

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.	Beginning mid and end	Slower than expected progress will be addressed by project management.	UN Women and UNDP	TBD
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	Beginning, mid and end	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.	UN Women and UNDP	TBD

	conducted in accordance with UNDP's audit policy to manage financial risk.				
Learn	Knowledge, good practices and lessons will be captured.	End of project	Relevant lessons are captured by the project team.	UN Women and UNDP	TBD
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.	Beginning	Areas of strength and weakness will be reviewed by project management and used to inform decisions to improve project performance. Project Consultant hired will closely monitor the project and the dispersal of the grants.	UN Women and UNDP	TBD
Project Report	A final report will be presented to the Project Board	End			

Evaluation Plan⁵

Evaluation Title	Partners (if joint)	Related Strategic Plan Output	UNDAF/CPD Outcome	Planned Completion Date	Key Evaluation Stakeholders	Cost and Source of Funding
No evaluation is planned for this project						

⁵ Optional, if needed

VII. MULTI-YEAR WORK PLAN ⁶⁷

All anticipated programmatic and operational costs to support the project, including development effectiveness and implementation support arrangements, need to be identified, estimated and fully costed in the project budget under the relevant output(s). This includes activities that directly support the project, such as communication, human resources, procurement, finance, audit, policy advisory, quality assurance, reporting, management, etc. All services which are directly related to the project need to be disclosed transparently in the project document.

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Donor sources	Budget Account & Description	PLANNED BUDGET	2020				
					Q1	Q2	Q3	Q4	Amount
<i>And baseline, associated indicators and annual targets</i>	<i>List activity results and associated actions</i>								
Output 1: Libyan women and youth CSOs' capacities to conceptualize, design, manage, monitor and evaluate projects for empowering women, youth, migrants in Libya, are strengthened.	Activity 1.1 UNDP and UN Women Launch Call for Proposal		n/a		x				
	Activity 1.2 CSOs apply for Call for Proposal		n/a		x				
	Activity 1.3 Capacity Building Workshop				x				25,000
Sub-total Activity output 1					25,000				
Output 2: Libyan women and youth CSOs working under low value grants implement short term projects empowering women and youth and migrants at the local level.	Activity 2.1 UNDP transfer 9 low value grants (3 per region) 15,000 Each		n/a		x				135,000
	Activity 2.2 Monitoring and assessment of application of Low value grants (through Project Consultant) 7 months (with possibility of extension)		n/a		x	x		X	14,643

⁶ 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

⁷ 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.

	149,463
Sub-total Activity output 2	

Total Activities cost											174,643
Project Management Cost											
DPMC	Project Officer (100% 10 Months UNDP) + operational cost										61,468
GMS	152,778 x 8% = 12,222										18,889
	83,333 x 8% = 6,667										
Total Project Management											80,357
TOTAL											255,000

VIII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

A Project Board will be established to ensure strategic direction and oversee the implementation of the project. The Project Board will consist of UNDP senior management (UNDP Deputy Resident Representative) and of a UN Women senior management (UN Women Country Director) in addition to any other donors who might join.

The Project Board will meet at the beginning of the project to select the 15 CSOs that will be included in the capacity building workshop. This Project Board will also have a midterm and final term project review for monitoring the project progress, the challenges and if needed, to redirect activities for the six-month project lifespan.

The Project Board is responsible for making, by consensus, management decisions for the project including recommendations for approval of project work plans, budget. In order to ensure UNDP's and UN Women's ultimate accountability, the Project Board's decisions will be made in accordance with standards that ensure management for results, best value for money, fairness, integrity, transparency and effective international competition processes. The project board will closely work with the Low Value Grant Steering Committee in charge of evaluation the project proposals to be sponsored and implemented in a six-month period. The Low Value Grant Steering Committee will include one UN Women member in the project selection procedure.

The Project Board members have the following responsibilities:

- Provide overall guidance and direction to the project
- Review and approve the Work Plan and, if needed, its potential revisions;
- Review progress reports and ensures that obstacles are addressed.
- Provide guidance and agree on possible countermeasures/management actions to address specific risks;
- Review and approve the end of project Final Report, and make recommendations for follow-on actions;
- Provide guidance and request modification to the project in case that the project faces serious obstacles in implementation
- Provide *ad-hoc* direction and advice for exceptional situations possibly rising in the current context in Libya;

Given that the situation in Libya is evolving fast, the project will need to remain flexible and adapt to the developments on the ground. Any major adjustments to the project can be made by project board decision.

Project Implementation Team

Based on UNDP rules and regulations concerning DIM projects, UNDP PM will be responsible for the overall administrative management and monitoring of the project progress. Project staff and advisors will be recruited based on UNDP policies and procedures and any necessary procurement will follow UNDP rules and regulations.

The project team will also have one focal point in charge of managing the procedures to implement the project. This will be the Project Officer who will also liaise with the Project Consultant and the UN Women Project Analyst who will support in an advisory capacity.

The project implementation team (UNDP and UN Women) will oversee the selected projects' timely implementation and finalization.

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 Libya and UNDP signed on 20 May 1976 . All references in the SBAA to “Executing Agency” shall be deemed to refer to “Implementing Partner.”

This project will be implemented by UNDP Libya (“Implementing Partner”) in accordance with its financial regulations, rules, practices and procedures only to the extent that they do not contravene the principles of the Financial Regulations and Rules of UNDP. Where the financial governance of an Implementing Partner does not provide the required guidance to ensure best value for money, fairness, integrity, transparency, and effective international competition, the financial governance of UNDP shall apply.

X. RISK MANAGEMENT

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]⁸ [UNDP funds received pursuant to the Project Document]⁹ 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 [*for 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,

⁸ To be used where UNDP is the Implementing Partner

⁹ To be used where the UN, a UN fund/programme or a specialized agency is the Implementing Partner

rests with such 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.

Low-Value Grants Funding

UNDP defines low-value grants (also known as micro-capital grants) as cash awards - selected via programmatic decisions - to civil society and non-governmental partners intended to generate and solicit development solutions for which no repayment is typically required.

UNDP makes low-value grants for non-credit purposes to support the following types of activities: Strengthening the institutional capacity of entities critical for achieving development objectives.

- a. Supporting community-based self-help initiatives, which may include income-generating activities designed to alleviate poverty;
- b. Promoting advocacy activities and networking between civil society organizations, a government and donors;
- c. Supporting NGOs and community-based organizations involved with local environmental protection and poverty eradication activities; and/or
- d. Development challenges that still require some level of experimentation to identify possible solutions.

The following thresholds and review processes apply to low-value grants funding subject to the delegation of authority issued to a head of business unit:

Up to \$150,000 or below per grant: Selection of a grant recipient is based on a solicitation process with the selection criteria defined in the project document, and the review of grant proposals by a selection committee as is part of any development project. If the project document makes no other provisions, a grant is awarded based on a review by the project board. Grants are disbursed in one or more tranches, either before the expected result is achieved or based on performance. The same grantee can receive multiple grants up to a maximum of \$300,000 in a programme period. To receive multiple grants, the grant recipient organization must have produced the results agreed to in the prior grant agreement, and a new low-value grant agreement must be approved by the project board.

Low-value grants can be awarded to civil society and non-governmental organizations, including academic or educational institutions that are not state-owned or for-profit. Government institutions, including public academic institutions and state-owned enterprises are not eligible to receive low value grants. Grant recipients either represent beneficiaries of the project or can be beneficiaries themselves.

All grant recipient institutions must provide progress and final reports including financial and narrative information, to UNDP at least 30 days before the expected release of the next tranche or at least annually within 30 days after the end of year until the activities have been completed. Grant recipients are also subject to UNDP's audit requirements.