

18,000	2.1.2 Organize community meetings to sensitize communities on human security issues including human trafficking and domestic violence through facilitated community-led development processes.	2.2 Capacity of active community institutions, groups, and individuals is enhanced to address human security issues including human trafficking and domestic violence.
9,000	2.1.3 Support the creation of Action Groups at the local level, ensuring representative membership of community organizations and groups, including women, minorities, youth, civil society, media, and private sector through awareness-raising, coordination, and planning activities.	development processes.
27,000	2.1.4 Support the development of some 30 Community Action Plans (CAPs) in target areas, in cooperation with local community groups, women's associations, civil society, and local authorities, aimed at strengthening capacities to identify and reduce obstacles to addressing the human security issues of human trafficking and domestic violence at the local level; CAPs will be directly linked to local development plans.	
7,500	2.1.5 Support 30 communities to form representative Community Organizations or community information/support centres.	
90,000	2.1.6 Provide basic equipment and library for community information/support centres.	
38,750	2.2.1 Elaborate capacity development modules as follows: thematic modules prioritizing human security issues of human trafficking and domestic violence, development needs, response strategies, planning and budgeting, resource mobilization, project management and implementation, and monitoring and evaluation.	
300,000	2.2.2 Based on capacity development modules, provide training workshops for community actors (local public authorities, public institutions, civil society, media, private sector, at-risk groups, etc.) on human security issues of human trafficking and domestic violence and other modules.	
130,000	2.2.3 Develop and conduct training activities for youth and at-risk persons, in areas such as leadership, occupational behaviour, self-confidence building, resume development, interviewing skills, and entrepreneurship in target communities; and organize a competition in target communities for best practices and most creative approaches by youth and at-risk persons to human security issues and support a publication and media launch of the same.	
15,000	2.2.4 Train community leaders on civic culture issues such as the right to participation and social responsibility.	
158,000	2.2.5 Develop and conduct awareness-raising and training activities on positive parenting practices based on rights and responsibilities and using spaces such as child welfare centres, parent schools, markets, health centres, and churches.	
48,000	2.2.6 Provide training to local media on human security issues of human trafficking and domestic violence; and organize media awards for best articles/presentations in the media on these issues and support the publication and media launch of same.	
262,500	2.3.1 Support, through engagement of CBOs, LPA, and	2.3 Community initiatives

<p>187,500</p>	<p>2.3.2 Support through small grants (maximum 10,000 USD each) civil society initiatives to address human security issues of human trafficking and domestic violence at the local level. (Implementing partner: OSCE Mission)</p>	<p>derived from Community Action Plans that address human security issues including human trafficking and domestic violence are supported.</p> <p>issues of human trafficking and domestic violence (e.g., spaces for integration of children and youth, community discussion spaces, community reflection spaces on human trafficking and domestic violence, small reconstruction works for spaces for children and youth). (UNDP)</p>
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52. Community Initiatives Support and Small Grants Scheme: detailed description: see Annex A

53. Performance Indicators for Empowerment Component: see Annex B (Excel format)

**4. External Factors/Risk Analysis**

54. The United Nations Development Assistance Framework (UNDAF) for the period of 2007 to 2011 in Moldova includes an analysis of risks. Taking into account that this Project is formulated to complement UNDAF Country Programme Outcomes, those identified risks are also relevant here. In addition, the specific context of trafficking in human beings and domestic violence in Moldova must be taken into account.

55. With respect to the Protection component, which is affiliated with UNDAF Country Programme Outcome 2.4 (see paragraph 5 above), identified risks are as follows:

- Presence of multiple stakeholders involved in social protection of vulnerable persons, with incomplete coordination mechanisms, especially across various cross-cutting sectors and between Government and civil society;
- Inadequate leadership and commitment of human and financial resources on the autonomous territorial unit of Gagauzia to address human security needs in the human trafficking and domestic violence fields;
- Ramifications of lack of settlement of the political conflict between the Republic of Moldova and the region of Transnistria;
- Potential change of priorities of the Government in the future.

56. With respect to the Empowerment component, which is affiliated with UNDAF Country Programme Outcome 3.3 (see paragraph 5 above), identified risks are as follows:

- Fracturing of rural communities due to poverty, unemployment, mass emigration, abandoned children, inadequate social services, and breakdown of the family unit;
- Lack of tradition of cooperation between local government and civil society;
- Lack of tradition of initiative, volunteerism, and personal engagement to address societal problems at the local community level;
- Retention of empowered individuals in rural communities, due in part to perceived attractiveness of employment opportunities abroad.

**VII. IMPLEMENTATION AND PARTNERSHIP STRATEGY**

57. This Project Proposal is the result of intensive collaboration between the participating agencies of UNDP, UNFPA, IOM Mission, and OSCE Mission to Moldova, starting in early 2007. The MoSPFC was further consulted and participated in some planning meetings. Similarly, during planning, UNDP consulted and provided this Project Proposal to the Ministry of Local Public Administration for its review and comment. Other key partners in the anti-trafficking and gender communities in Moldova were consulted on specific aspects of the Project.

58. IOM will take the lead in implementing the Protection component, as this part of the Project grows out of anti-trafficking activities (namely development and implementation of the NRS) that IOM has been supporting in Moldova. IOM has been, since 2000, the key player in providing protection, assistance, repatriation, and rehabilitation to victims of trafficking in Moldova (see [www.iom.md](http://www.iom.md)). Most recently, IOM has worked closely with the MoSPFC to develop a NRS for Victims of Trafficking and At-risk cases, underlining IOM's commitment to preventing trafficking as opposed to focusing on those who have already been trafficked. The NRS comprises Multi-Disciplinary Teams (MDTs) at regional (district) level coordinated by a National Coordination Unit (NCU) based within the MoSPFC. Piloted in five districts it is being expanded to a further seven this year.

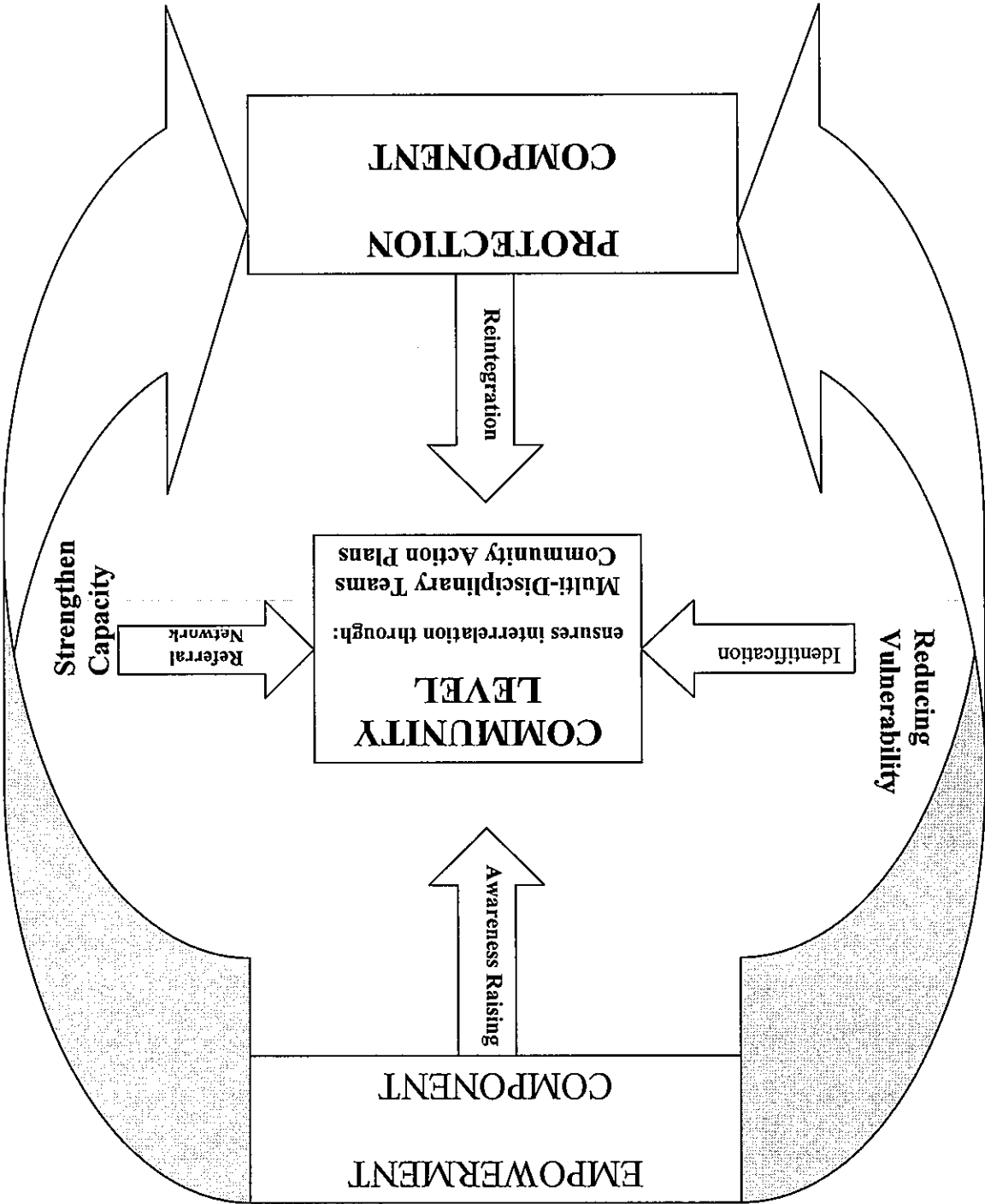
59. The UNFPA Country Office Moldova will build on lessons learnt and partnerships built over more than 12 years of technical assistance activities in the Republic of Moldova by continuing to develop technical capacities, skills and attitudes for dealing with victims of gender-based violence, including diagnosis, treatment, care, referrals and rehabilitation, by providing support for training, educational methodologies, and resource materials, and by raising awareness and mobilizing communities. UNFPA will extend its current activities under the Protection component oriented towards expanding the NRS thematically to meet the needs of victims of domestic violence (see [www.unfpa.org](http://www.unfpa.org)).

60. UNDP will play a leading role in implementing the Empowerment component, as UNDP has extensive experience in developing the capacities of community actors and authorities in Moldova to prevent trafficking in human beings as well as to promote gender equality (see [www.undp.md](http://www.undp.md)). UNDP has extensive experience of working in the Transnistrian region by implementing several projects addressing human security. UNDP implemented a drought relief programme in 2007 covering the Transnistria region, implementing community based cash for work activities, and recently began an ecology-oriented small grant programme covering all of Moldova including the Transnistrian region.

61. The OSCE Mission to Moldova will offer its support to the Project, especially vis-a-vis working with civil society and local authorities in the unstable geographic areas neighbouring the region of Transnistria and the autonomous territorial unit of Gagauzia to promote security and human rights. It will further manage the small grants part of the Empowerment component in order to ensure that it is implemented in a complementary manner to the Mission's Anti-Trafficking and Gender Programme (see [www.osce.org/moldova/](http://www.osce.org/moldova/)). This will build on the Missions extensive experience in managing small grants programmes which enable local partners to implement activities focusing on Anti-Trafficking and Gender issues.

62. Interrelation of the Protection and Empowerment components will be incorporated through the integrated approach of the Project design, which builds on the existing anti-trafficking and domestic violence commonalities in the same districts in Moldova. The Project will both enable CBOs and local authorities to provide better services within the

protection component, and will establish mechanisms to address community needs and reduce overall vulnerability within the empowerment component. Grassroots actions will educate and inform about the NRS so that non-NRS actors can refer people to its services. Additionally, the small grants programs, Community Action Plans, and other grassroots activities will address both protection and empowerment jointly. Therefore, all Project activities will integrate protection and empowerment violence throughout the implementation period. (please refer also to the scheme below)



**Rationale of interrelation:**

*Enable access to high quality services through empowerment of communities to provide better protection assistance*

## VIII. TRANSNISTRIAN REGION AND GAGAUZIAN MODUS OPERANDI

63. Settlement of the Transnistrian conflict and reintegration of the country is the second national medium term development priority.<sup>8</sup> According to the Moldovan Government's priorities, civil society plays a key role in extending the existing dialogue with CSOs and NGOs from the region. Still, only a small number of donors are working with Transnistrian civil society; moreover, international organizations and donors have been narrowly focused on a few issues with limited impact on human security, such as support to NGOs and independent media, support to civil initiatives and assistance with legal rights, and increased contact between Transnistria and both the rest of Moldova and the outside world. International Organizations, including Project partners, have formalized activities in the Transnistrian region through the UN Code of Conduct and a recently drafted Memorandum of Understanding from the Ministry of Reintegration, which is ready to be signed by the Donors' Community. As well, each Partner has Memoranda of Understanding for working with relevant partners, including in the Transnistrian region: IOM with Transnistrian NGOs; UNDP with the Moldovan Ministry of Reintegration and local partners in the Transnistria region agreed with relevant Government of Moldova institutions; UNFPA with relevant institutions in the Transnistrian region (health authority); and the OSCE Mission with the Government of Moldova.

64. UNDP and UNFPA have experience of working in the Transnistrian region by implementing several projects addressing human security. UNDP implemented a drought relief programme in 2007, working with vulnerable rural communities providing fodder for animals, seeds, and fertilisers for spring agricultural campaign, food packages for pregnant women and nursing mothers and implementing cash for work activities in 5 communities. Recently, UNDP began an ecology-oriented small grant programme covering all of Moldova including the Transnistrian region. UNFPA has set up a reproductive health centre in Transnistria and has reported successful cooperation from local Transnistrian authorities.

65. IOM has implemented a comprehensive counter-trafficking protection (since 2004) and prevention (since 2006) programme in the Transnistrian region.<sup>9</sup> Working through a local organization proved to be more sustainable than an international agency's direct intervention. IOM's Transnistrian-region partner, the NGO Interaction, is very aware of the political and social situation and dynamics in the region, has a wide network of partners and volunteers throughout the region, and the experience and capacity to carry out large-scale counter-trafficking prevention and protection activities. Recently it has become clear that the authorities, who traditionally mistrust NGO initiatives, now recognize and use the Hotline established by IOM and Interaction in Transnistria for addressing information and assistance needs of the population in the region. The extent, success and continuous need for human security interventions in the region have made it possible both for NGOs and for public authorities to coordinate their work through monthly Social Partnership roundtables, an initiative proposed and promoted by IOM and Interaction.

66. The OSCE Mission has experience in supporting and collaborating with Transnistrian and Gagauzian partners over the past several years on a variety of human security issues. In addition, the OSCE Mission brings experience in coordinating with and working in the

<sup>8</sup> National Development Plan 2008-2011, Strategy Paper, [http://www.scers.md/file/PND\\_en\\_trk\\_accepted.pdf](http://www.scers.md/file/PND_en_trk_accepted.pdf)  
<sup>9</sup> Supported by European Commission, Danish MFA, Italian MFA, Stability Pact for South Eastern Europe sponsored by German MFA and Swedish NGO Lakarmissionen.

Transnistrian region through its Tiraspol office, which offers strong linkages to the nascent civil society operating in that region.

67. As in the Transnistrian region, civil society, local authorities' capacity, as well as services for vulnerable people, are less developed in the Gagauzian areas than in other parts of Moldova. Although the region has an accepted separate status, formal agreements are not necessary for projects supported and carried out in the Gagauzia. All partners have experience working on human security issues in Gagauzia. Activities carried out in the framework of this Project in both regions will build upon and strengthen existing partnerships with authorities and civil society.

**IX. SUSTAINABILITY**

68. As envisaged, all the activities of the Project will be carried out in close coordination with local and national partners, especially the Ministry of Social Protection, Family and Child and district focal points and social assistants (relevant to the Protection component), as well as the Ministry of Local Public Administration and selected Mayoralties (relevant to the Empowerment component).

69. While MoSFFC and local authorities, as well as civil society based organizations in and outside the capital have a strong will and are legally bound to offer high quality assistance services to potential victims and victims of trafficking and domestic violence, very often they lack resources, mechanisms (including legal), the necessary knowledge and skills to do so. It is expected that by the end of the project as a result of capacity building activities in 20 out of 32 districts, including Gagauzia and the Transnistria region of Moldova policy makers, civil servants, family doctors, school managers, social assistants, community leaders and CBOs will be better prepared to identify cases of trafficking and domestic violence, refer victims, provide medium and long term rehabilitation and reintegration services. Multi-Disciplinary Teams created and strengthened in the same districts will insure that referral and coordination mechanisms are in place both on district and community levels, and that the social actors trained within the Project are connected horizontally and vertically within the National Referral System. In the same time, communities and people will be empowered, through information, skills and resources to be able to address the issues at the local level.

70. Given the fact that National Referral System is mainly a cooperation framework between the Government bodies and community based organizations, the central and local authorities will be directly involved in implementing activities within the project allowing gradual takeover of greater responsibility and ownership in the field of protection of victims of trafficking and domestic violence. The National Referral System appeared at a crucial time in the development of the social protection system in Moldova and represents a new approach to the assistance of vulnerable people. In essence, the NRS creates a coordination mechanism for all specialized actors in the social protection field, coordinated by the Ministry of Social Protection, Family and Child. A transition is therefore foreseen from a number of small, stand-alone projects to a unified system based on mutually agreed best practices. This is a considerable step forward, from a situation in which government and civil society carry out parallel activities to a consolidated functional network combining these activities for maximum impact. Activities within the Project represent the national response through local and national action plans on the relevant issues supporting and improving the capacity of the Government to fulfill its commitments under national and international counter-trafficking and domestic violence law. The Project exit strategy is based on the fact that the government,

through the referral system and increased capacity of CBOs and local authorities, will have all necessary resources to continue project activities at the close of the Project. Project activities are therefore designed to ensure institutional continuity and thereby sustainability.

71. Many stereotypes and myths common in Moldovan society constitute a significant barrier to both prevention and reintegration activities, including social reinsertion for victims of trafficking. Attitudes like "she knew where she was going; everything that happened to her is her fault; we don't need to help her" or "the woman who is not beaten is like a house that is not cleaned" denote the persuasive pressure of public opinion, victim-blaming, and women as second-class citizens. The awareness raising activities within the project emphasize education for a tolerant attitude towards victims, to support efforts to prevent trafficking and domestic violence and assist victims.

72. Moreover, information gained through the Project will be systematized to allow for lessons-learned and replication of best practices and successful experiences in other locations. Taking into account that the Japanese Government supports various initiatives around the world on the issue of human security, coordination and strategic partnerships will be formed to build on these successful experiences in other countries. It is anticipated that these strategies will further contribute to the sustainability of the Project in Moldova.

## X. PUBLIC AFFAIRS AND COMMUNICATIONS

73. Regular, effective communication among all Project partners and stakeholders is essential to the success of the Project. It is a key prerequisite to accomplishing the objectives in the most effective and efficient manner. Thus, implementation of a comprehensive communication strategy will be an integral part of the Project.

74. To make the Project's objectives known to all the people of Moldova, an official launch of the Project will be organized, involving the key press agencies in the country. During the implementation phase, most Project activities will be accompanied by communication and promotional actions, which will be aimed at raising awareness of target beneficiaries and stakeholders, as well as the public at large, to important human security principles. Advocacy and training activities, planned under both the Protection and Empowerment components of the Project, represent the main platform for spreading knowledge and raising awareness about human security. Accompanied by press releases or media advisories, and supplemented by promotional materials, the media will be given an opportunity to spread this information to the public as well.

75. In addition, at the end of each of the first two years of the Project, an annual report or best practices guide shall be published to share with stakeholders and the public the progress and results to date. It is envisaged that the first year annual report will focus on implementation of the Protection component, while the second year annual report will focus on implementation of the Empowerment component. At the end of the entire Project, a comprehensive final Project report shall be published and launched to capture all the information, analysis, best practices, and lessons learned during the Project. These reports shall be substantive and analytic in nature and shall supplement promotional materials.

76. Participating agencies, national implementing partners, and donor(s) of the Project will of course be duly recognized in all external communication methods used to publicize the Project. The role of participating agencies will be acknowledged and given due credit in

82. Collection of data and information will be an on-going process and will be integrated into the activities of the participating agencies, with coordination support provided by the Project Coordinator (contracted by UNDP). Details of the process, including actions, tasks, and responsibilities, will be described in the M&E Plan. In general, it should include financial monitoring and monitoring of inputs and activities. Quarterly financial reports will be

81. Monitoring within the Project is of particular importance since it feeds the future evaluation with information and data on effectiveness (contribution of the Project to achieving national priority goals, enhancing ownership, and developing national capacity), efficiency (impact on reducing transactional costs of the Government and participating agencies, influence of participating agencies on the pace of implementation), coherence (degree of progress towards common goals, degree of application of crosscutting strategies, such as human rights-based approach, capacity development, gender mainstreaming), and management and coordination (appropriateness of delineated responsibilities and coordination functions, effects of coordination or lack of coordination on the Project).

80. The Project's M&E Plan will be a tool for planning and managing the collection of data and performance of activities, as well as for analyzing and reporting on the same. The M&E Plan will be a flexible document, which can be changed with a full understanding of the reasons for any necessary deviations. Monitoring, having its emphasis on systematic assessment at the Project level, provides the basis for making decisions and taking actions, and it is indispensable in providing information and data for evaluations. This process is based on data collection, and it is essential that such data and information is accumulated in an organized, planned, and routine way in accordance with the M&E Plan.

79. Gender mainstreaming has been taken into account in designing and formulating this Project, and it will continue to be an important factor in planning, monitoring, and evaluating activities and operational strategies.

78. At the start of the Project activities, a Monitoring and Evaluation Plan (M&E Plan) will be developed. Its main goals will be to ensure continuous feedback on implementation, early identification of potential problems to facilitate timely adjustments to project operation, and implementation in accordance with the overall strategic plan for the Project. The M&E Plan will be put into place immediately after the Project commences, in order to ensure regular reporting to donor(s) on the effective use of all funding.

## XI. MONITORING AND EVALUATION PLAN

77. Apart from activities specifically aimed at advocacy and transfer of knowledge, sharing of success stories among partners and beneficiaries of the Project and linkages with other countries in the region will be established. The latter will contribute to deepening the knowledge about human security throughout the region, as well as gaining first-hand experience in setting up systems and mechanisms aimed at strengthening the Government's duty bearer role in the country.

All communications, reports, and publications with partners, donor(s), beneficiaries, and the media. All information provided to the media, beneficiaries, and stakeholders, including related publicity material, official notices, reports and publications, will properly acknowledge the role of the participating agencies, national implementing partners, and donor(s).



prepared, including reporting on both financial expenditures and major deviations from the budget. The Project should further utilize a common format for monitoring inputs and activities of the Protection and Empowerment components.

83. The participating agencies agree to assume responsibility for performing monitoring of their respective components and activities under the Project. Participating agencies will share information and progress reports and undertake joint visits when appropriate. The results of these activities will be presented on a quarterly basis to the Project Board (composed of the participating agencies and key national implementing partners) (see paragraphs 77-78 below). The Project Board will meet on a quarterly basis to review progress on the Project, and more often, as requested by any two members. Members will provide regular feedback on implementation of the Project and propose any necessary corrective actions to resolve problems, ensure accountability, and make recommendations on how to improve the quality and impact of current and future interventions.

84. The Project will be subject to an Annual Review within the framework of the UNDAF Annual Review process and in accordance with UN standards and the UNDAF monitoring and evaluation plan. For the Annual Review process, participating agencies will be responsible for preparing substantive annual reports on their respective activities.

85. While monitoring is routine and ongoing, evaluation is an in-depth study, taking place at specific points in the life of the Project. The Project will be subject to a final evaluation, resulting in a final evaluation report. This shall include an overall assessment of the Project, achieved with joint input from all the participating agencies and national implementing partners, as well as recommendations for future interventions in the anti-trafficking and gender fields to build upon the results of the Project in Moldova. More specifically, the final evaluation report will have the following major purposes:

- To provide information to the various stakeholders on the extent to which Project goals were achieved and their appropriateness in light of experience;
- To assess the impact of the Project on the direct and indirect beneficiaries and on the anti-trafficking and gender field in Moldova as a whole;
- To extract lessons learned and best practices, as well as to identify challenges and obstacles, to inform future development projects;
- To provide the Project's partners, stakeholders, and donor(s) with information and analysis to learn from past experience, improve service delivery, plan and allocate resources, and demonstrate results as part of accountability.

86. A more detailed description of evaluation process will be presented in the M&E Plan. The general concept is summarized as follows: As a basis for a Final Project Report, an end-of-project evaluation shall be performed focusing on to what extent the Project i) has been implemented effectively, ii) reached the intended outcomes, iii) has been cost effective, and iv) provided sustainable benefits and services.

87. The Project will also be subject to one final external audit. While one audit company will be contracted to perform the final external audit of the Project, the auditor shall separately audit each component of the Project and the activities of each participating agency. The auditor will then compile these separate audits together into the final audit report. The audit should be performed based on International Standards of Audit and in accordance with applicable UN provisions on project audits. Prior to the start of the audit, a number of joint consultations with participating agencies and national implementing partners of the Project

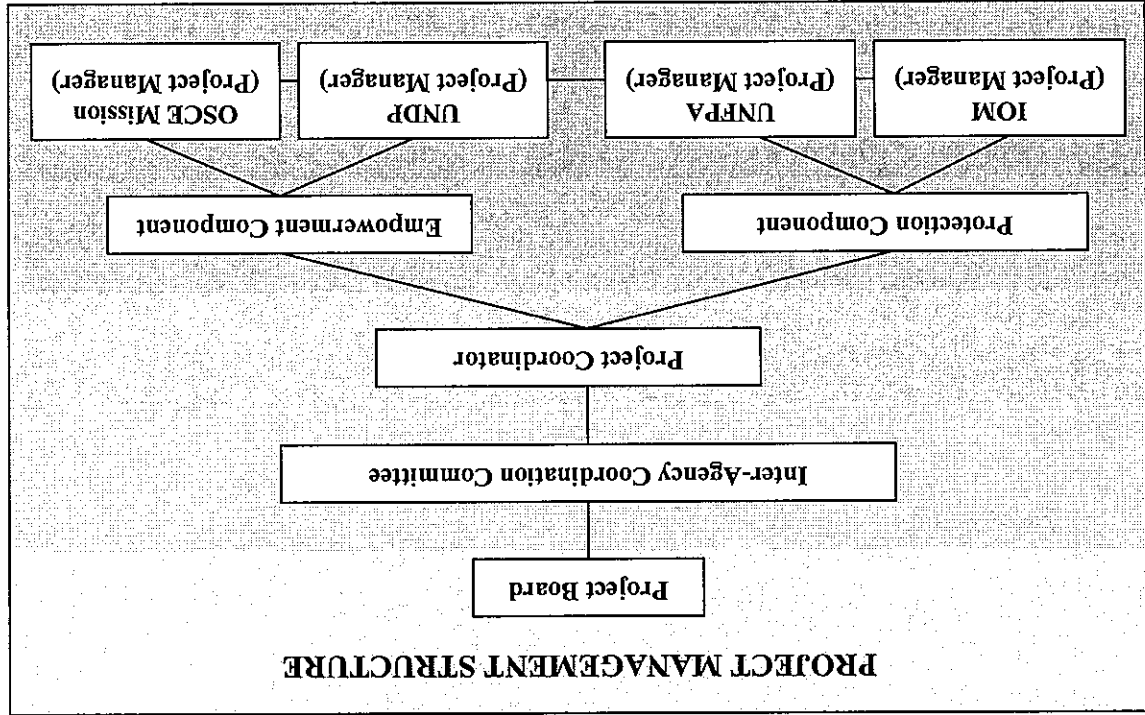
will be undertaken. In addition to allowing for the collection of required information, these consultations will also provide a clear understanding of the purposes and methodology to be applied during the audit. The audit will cover the following domains: i) financial accounting, documentation, and reporting; ii) non-expendable equipment; iii) management issues; and iv) financial support to implementing partners and sub-contractors.

## XII. ADMINISTRATION AND FINANCIAL MANAGEMENT

### A. Management Structure

88. The Project will be managed as a joint Project using the parallel funding modality. It will be nationally executed, with the Ministry of Social Protection, Family and Child, as the national implementing partner for the Protection component, and the Ministry of Local Public Administration (or otherwise as designated by the Ministry of Economy and Trade, which is the UNDP National Coordinator), as the national implementing partner for the Empowerment component. Working together and in partnership with national implementing partners is a fundamental starting point for all UN priorities in Moldova, as elaborated in the UNDAF for Moldova.

89. The Project will be managed at the highest level by a Project Board. An Inter-Agency Coordination Committee will provide recommendations and proposals to the Project Board. Both bodies and day-to-day supervision of implementation of the Project will be supported by a Project Coordinator (contracted by UNDP). Thus, the management structure can be represented as follows:



90. The Project Board shall have 9 members: one representative of each of the four participating agencies, one representative from each of the two key national implementing partners, one representative on behalf of the primary donor (the Japanese Government), and two representatives of civil society (one actively engaged in anti-trafficking initiatives and the

other actively engaged in domestic violence initiatives in Moldova).<sup>10</sup> Each organizational member of the Project Board shall have equal representation, regardless of the number of individual representatives present at any given meeting. The Project Board will meet regularly, on a quarterly basis, during the course of the Project. *Ad hoc* meetings of the Project Board may be called when required, at the request of any two of its members at any time during Project implementation. Quorum shall be established by the attendance of five organizational members. Decisions shall be made on the basis of majority vote of the organizational members, once quorum is established. Formal minutes shall be prepared and adopted for each meeting of the Project Board, detailing any proposals made and decisions taken. The Project Coordinator shall provide any necessary support to the Project Board.

91. The Project Board will be responsible for taking decisions on proposals and recommendations put before it by any of its members, or jointly by the participating agencies through the Inter-Agency Coordination Committee. It shall discuss and decide upon specific Project implementation issues, ensuring optimal transformation of activities into outputs through appropriate monitoring and evaluation actions pertaining to the relevance, performance, and progress towards each outcome, facilitating cooperation between relevant partners and stakeholders (public and private), and ensuring continuous and effective communication and coordination between the Project and its beneficiaries. All requisite reports of the Project shall be presented to the Project Board for approval prior to submission to the donor(s). The Project Board will also provide a forum for sharing the key results of the Project, as well as discussing changes or challenges in the sector and proposing solutions. Participating agencies will share success stories, best practices, lessons learned, knowledge gained, and data collected during the Project. In this way, cooperation and linkages between the donor(s), participating agencies, national implementing partners, and other stakeholders will be ensured.

92. In addition to the Project Board, there will be an Inter-Agency Coordination Committee, composed of representatives of each of the four participating agencies. The main objective of the Inter-Agency Coordination Committee will be to facilitate effective implementation and coordination of the Project. That is, the Inter-Agency Coordination Committee will discuss and agree upon work plans and budgets as well as any substantive or financial issues pertaining to implementation of the Project overall or related to applicable internal rules and regulations of any of the participating agencies. The Inter-Agency Coordination Committee shall also prepare substantive presentations or reports, proposals for any necessary amendments to the Project Document or Budget, and any other necessary proposals or recommendations for consideration by the Project Board. The Inter-Agency Coordination Committee shall meet on a quarterly basis, usually before the quarterly meeting of the Project Board. Additional *ad hoc* meetings may be called as required, upon the request of any participating agency. The Inter-Agency Coordination Committee shall make decisions on the basis of consensus. Each participating agency shall have equal representation of the Committee, regardless of the number of individual representatives present at any given meeting. Quorum shall be established by the attendance of three participating agencies. Formal minutes shall be prepared and adopted for each meeting of the Inter-Agency Coordination Committee, detailing any proposals made and decisions taken. The Project Coordinator shall provide any necessary support to the Inter-Agency Coordination Committee.

<sup>10</sup> In order to avoid any conflict of interest, the civil society representatives on the Project Board will be ineligible to serve also as sub-contractors in any aspect of implementation of the Project.

93. As mentioned above, to support overall coordination of the Project, a Project Coordinator will be contracted by UNDP and located in Chisinau. Although contracted by UNDP, all the participating agencies will share responsibility for supervising the work of the Project Coordinator with a mind to ensuring the efficiency and effectiveness of the Project overall. S/he will be responsible for facilitating coordination and other overall Project activities, such as communications and media affairs, reporting, monitoring, evaluation, and interaction with the donor(s). S/he shall also provide logistical support to the Project Board and Inter-Agency Coordination Committee, including preparation of agendas and minutes.

## **B. Financing Arrangements**

94. This Project will utilize a parallel funding modality, as described in Annex 7 of the UNTFHS Guidelines. Under this option, the UNTFHS Donor would transfer the funds to UNDP, UNFPA and IOM according to the budget. Each participating agency will manage its own funds in accordance with its assigned responsibilities under the joint Project Proposal and Budget, and as set forth in more detail in individual implementing contracts or memoranda of understanding. They shall also manage the funds in accordance with their individual organizational internal rules and regulations.

95. This Project Proposal and the attached common Work Plan clearly indicate the activities to be supported by each participating agency. The indirect costs to be charged by each organization are reflected in the respective budgets (7% PSC). In addition to the 7% PSC, direct services will be charged as per the standard Agencies' schedule (included in each transaction). All UN and OSCE development activities in Moldova are tax-exempt. Programmatic and financial accountability will rest with each participating agency responsible for managing respective components of this joint Project.

96. Any funds remaining at the disposal of the participating agencies after the financial closure of the Project will be returned to the UNTFHS Donor or will utilise such funds in a manner agreed upon between the Agencies and the Donor, with the approval of the Project Board.

## **C. Financial Reporting**

97. To ensure proper and timely financial reporting, each participating agency shall prepare financial reports in accordance with its internal financial rules and regulations and operational policy guidance. To the extent possible, reporting formats will be harmonized. Participating agencies shall present their reports to the Inter-Agency Coordination Committee for review, discussion, and harmonization. Thereafter, they shall be submitted to the Project Board for approval. Once approved, the Project Coordinator will prepare a consolidated financial report consisting of the reports submitted by each participating agency and will submit this to the donor(s) in accordance with the provisions established in the letter agreement or memoranda of understanding between the Agencies and the donor(s).

## **D. Substantive Reporting**

98. As required by the Guidelines, Agencies shall submit, on behalf of all the participating agencies, an annual progress report for each year of implementation of the Project, and a final report after the conclusion of the Project. Substantive reports will detail the activities, achievements, and results of the Project to date, as well as highlight major activities planned in the coming year. Each participating agency shall contribute, on a

quarterly basis, substantive material for progress reports and shall apply a common reporting format for their submissions based on key principles such as results-based annual reporting. The participating agencies shall present their quarterly substantive reports to the Inter-Agency Coordination Committee for review, discussion, and harmonization. Thereafter, they shall be submitted to the Project Board for approval. Annually, the Project Coordinator will prepare a consolidated substantive report based upon the earlier approved quarterly submissions. The consolidated annual progress report will be reviewed by the Inter-Agency Coordination Committee, approved by the Project Board, and then formally submitted to the donor(s).

99. Each participating agency shall further follow its own internal rules, regulations, and practices vis-a-vis substantive reporting. In particular, the OSCE Mission shall include appropriate references to implementation of the Project in its monthly activity reports submitted to the OSCE Secretariat in Vienna, Austria.

**D. Work Plan**

100. Please refer to Annex C, attached in Excel format.

**XIII. BUDGET ESTIMATE**

101. Please refer to Annexes A and C, attached in Excel format.

**IX. CONCLUSION**



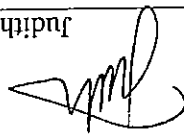

102. "To promote human security requires concentration of policy and action on two concepts: people at risk, and democratic empowerment. The people at highest risk from human security threats are usually the least powerful members of any society—the poor, marginalized and excluded. Democratic empowerment reduces human security risks, and makes everyone safer" (see *Empowering People at Risk: Human Security Priorities for the 21st Century*, Working Paper for the Helsinki Process on Globalization and Democracy, Track on "Human Security"). Accordingly, this Project has been designed simultaneously to strengthen the capacity of Moldovan Governmental institutions, in partnership with civil society, to identify, protect, and assist victims of human trafficking and domestic violence, as well as to empower communities, civil society, and individuals to address these human security issues at their roots in communities and families.

103. Recognizing that "[h]uman security is achieved in collaborations of governments, civil society, communities and businesses, in partnerships of common purpose" (*id.*), this Project will address two of Moldova's most significant human security threats: human trafficking and domestic violence, through an integrated, partnership-based approach. It brings together key international organizations with relevant governmental counterparts. It further envisages partnerships with local public administration, civil society, local communities, and the media. In this way, the participating agencies hope to achieve noticeable results on the national, regional, and local levels to improve the lives of vulnerable people in Moldova who are today under constant human security risks, both at home (in the form of domestic violence) and in their community (in the form of human trafficking). With the support of the UNTFHS and the Japanese Government, both human rights and human security in Moldova can be improved through implementation of this Project. At the end, the

Government of Moldova will be better equipped to meet its international human rights commitments, and the vulnerable citizens of Moldova will be less likely to fall victim to human trafficking and domestic violence.

**XV. SIGNATURES**

104. This Project Proposal is agreed upon and submitted by the participating agencies on 1 February 2008 from Chisinau, Republic of Moldova:

<p>Non-UN Executing Partners</p>	<p>Executing UN Partners</p>
<p>On behalf of IOM Mission to Moldova</p>  <p>Martin Wyss</p>	<p>On behalf of UNDP Moldova</p>  <p>Ignacio Artaza-Zuñiga</p>
<p>On behalf of OSCE Mission to Moldova</p>  <p>Judith Hale</p>	<p>On behalf of UNFPA Moldova</p>  <p>Boric Gilca</p>

**Annex A**

**Community Initiatives Support and Small Grants Scheme: detailed description**

**2.3.1 Community Initiatives Support**

Trough this activity we will support/finance community initiatives addressing human security issues related to human trafficking and domestic violence. The support will be provided following the Community development and Cash for Work Scheme implemented previously by UNDP. The success of this approach relies in the continuous involvement of people, CBOs and Local Public Authorities at all stages of project implementation, including through financial and in-kind resources contribution. UNDP will support a variety of projects that the community of the most disadvantaged villages from target rayons will consider to be appropriate in the human security context (e.g. reconstruction of spaces for integration of children and youth, community discussion spaces, community reflection spaces on human trafficking and domestic violence, small reconstruction works for spaces for children and youth, job creation activities for women and other activities identified and implemented by the community etc).

**Rationale**

The rationale of the **Community Initiatives Support** activity is based on supporting of a variety of public community works within the social, public, economic, ecologic scope, and other works that the most vulnerable people and local public administrations of the most disadvantaged villages from the most affected by human trafficking and domestic violence regions consider to be in the human security context. It is intended that community public works will be executed directly by the local community most vulnerable people, women, farmers, etc. aiming to give them a chance to increase their earnings.

Minimum number of Community Initiatives:35

**Beneficiaries**

The direct beneficiaries will be affected population with the most compromised income and food security from the identified regions affected by human trafficking and domestic violence.

**Implementation cycle**

In order to properly identify the beneficiary communities, target people and effectively implement the project it is essential to pass the following project implementation stages:

- Identification of beneficiary communities/localities
- Community needs and capacities assessment
- Preparation and submission of **Community Initiatives** proposal to project office
- **Community Initiatives** proposal Field Evaluation
- **Community Initiatives** proposal Approval
- **Community Initiatives** Implementation and disbursement mechanism

**Eligibility criteria for selection of beneficiary communes/localities**

The following criteria will be used for selection of beneficiary communes/localities:

- Beneficiary community/locality should be one of the poorest in the region, according to Community Poverty Ranking developed in the Republic of Moldova by the Ministry of Economy.
- The works proposed for supporting should be a local initiative of the selected communities, which was identified in the Community Action Plan
- A strong requirement for proposed public works in the community should be noticed
- The proposed public works should be technically, ecologically and legally feasible to execute
- LPA shall have abilities to immediately organize community's people, identify the works, plan and monitor, manage financial resources and ensure sustainability of projects
- The proposed budget should consist of at least 50% of labor component
- The proposed works should have an immediate impact on the beneficiaries and be possible to execute in short terms (3 month)

### Community needs and capacities assessment

Each potential beneficiary community will be visited by a Project Consultant aiming to assess the community needs and institutional capacities in the community to implement **Community Initiatives** project. Based on the field observations and eligibility criteria the Consultant will prepare a preliminary appraisal report on each community and present them to project office for selection and approval of target community.

Since the target community in the region is selected, the Consultant will contact community and provide Technical Assistance (TA) to LPA on the following issues related to **Community Initiatives** project implementation:

- possibility of community to implement a project
- project conditions, procedures, and terms
- the role and responsibilities of LPA over the entire cycle of Community Initiatives implementation
- Community Initiatives Implementation Committee
- recommended activities, works and involvement of community population
- Community Initiatives ceiling cost and community contribution (not less than 15%)
- financial management and bookkeeping
- Community Initiatives sustainability

### Preparation and submission of Community Initiatives proposal

In one week or so, since the visit of Consultant to community, the LPA together with CBO shall prepare and submit Community Initiatives project, technical and financial (budget).

### Field Evaluation (FE)

At this stage the Consultant will carry out a transparent participatory technical, ecologic, economic and legal evaluation. He/she will confront the Proposal with the real situation in the field. Following this participatory evaluation the community will decide on the final design and budget of Community Initiatives Project.



**Community Initiatives Approval**

After Field Evaluation and conclusion on the final design the Steering Committee will approve the projects .

**Project Implementing Authority**

Local Community Action Group (CAG), representing the Local Public Administration/Mayor Office (LPA), CBOs, people groups (women, farmers, youth) will be responsible for the identification, application, and implementation of projects.  
In particular CAG will be responsible for the following tasks:

- Identification of the priority public works
- Mobilization of community people and identification of available beneficiaries
- Creation of Project Implementation Committee
- Preparation and submission of proposal
- Preliminary estimation of the costs and grant proposal's budget
- Provision of all required supporting documents depending on the category of works
- Implementation of the grant strictly following the approved agreement and national legislation
- Monitoring of the execution and quality of works
- Completion and commissioning of works
- Sustainability of the executed works

CAG will delegate an institution (LPA, CBOs, or other legal entity) to manage the funds. The delegated institution will be responsible for:

- Signing of contract UNDP Office
- Opening of a separate bank account for grant management
- Grant financial management and planning

**Community Initiatives Implementation Committee**

The Implementation Committee at the community level is created to ensure transparency and involvement of community population in the implementation of project.

The will consist commonly of the following members:

- 3-5 members of Local Council
- director of school and/or kindergarten
- representatives of local NGOs
- women representative
- representatives of local private sector (farmers, entrepreneurs, etc)
- youth organization representatives

**Community Initiatives Implementation and disbursement mechanism**

The implementing mechanism will be based on implementation agreements between the delegated institution and UNDP Moldova. The delegated institution will receive the funding in 3 tranches:

First tranche - 30% of the budget, in advance after the Project Implementation Agreement is signed, and

Second tranche - 50%, after the interim project report is approved by UNDP.

Final tranche - 20%, after the works are completed, reported and approved by UNDP.

- Delegated Institution will be responsible for financial management, procurement of materials, bookkeeping transactions, accounting and payments for the executed works, in accordance with national legislation.
- Delegated Institution should have written signed agreements with workers and do evidence of the quality and scope of executed works.
- Delegated Institution will keep a record of events; fill out site documentation on executed works in a proper way.

### Monitoring and Evaluation

UNDP will be in charge to do monitoring and evaluation of project implementation.

- Available beneficiaries and submitted project proposals will be assessed experienced Community Development Consultants and reported to the UNDP

- In the field, Consultants will do in particular, technical, ecological, economical and legal evaluation of project proposals before they go to the approval procedure.

- Consultants will be responsible for technical supervision, audit, and clearance of invoices and reporting on project implementation progress.

The monitoring will be performed by a Monitoring Team consisting of Project Partners, Rayon President of the target area, Program Coordinator, UNDP.

### Sustainability

Participating agencies anticipate that implementation of this Project will significantly improve the capacity of local actors to address the social problems of human trafficking and domestic violence on local and individual bases. These systemic and grassroots approaches will meet in the middle, creating a safer and more sustainable future for vulnerable women and children in Moldova. This may in fact be a model approach for other similarly situated countries, where poverty, migration, human trafficking, domestic violence are converging to destroy family and social structures so essential to all forms of security.

At the same time, after the implementation of the community initiatives support component, selected communities will benefit not only from the activities implemented, reconstructed spaces for children and youth, and the process they were involved in, but also the most disadvantaged people will benefit from cash for work, new or better jobs and recognition from the entire community.

### 2.3.2 Small Grants Scheme (maximum 10,000 USD each)

We will support civil society initiatives to address human security issues of human trafficking and domestic violence at the local level. (Implementing partner: OSCE Mission)

The small grants scheme of the Empowerment component will be jointly managed by the OSCE Mission to Moldova and UNDP in order to ensure that it is implemented in a manner that fulfils both the Protection and Empowerment of Victims of Human Trafficking and Domestic Violence in Moldova Joint Project and the OSCE Mission's Anti-Trafficking and Gender Programme. The added value of the Small Grants Programme, in addition to the Community Initiatives Support resides in strengthened capacities for local NGOs that will be multiplied during their activities. Communities and people will be empowered, though information, skills and resources and therefore human trafficking and domestic violence issues will be addressed at the local level.

The Project will focus on districts with poorly developed civil society and communities seeking to prevent and combat human trafficking and gender-violence through prevention, protection, assistance, and law enforcement. Additionally, selection criteria will prioritize districts and communities with the highest number of known victims of trafficking. Based on all partners experience and knowledge of specific needs in these areas, special attention will be paid to the regions of Transnistria and Gagauzia, as well as neighbouring areas in eastern and southern Moldova, respectively.

Minimum number of grants: 25

### Beneficiaries

Local and regional NGOs working in the field of combating human trafficking and gender-violence. Local media addressing human trafficking and gender-violence issues.

### Eligibility criteria

- Local and regional NGOs
- Local media
- NGO and media should be legally registered
- Projects should address human trafficking and gender-violence issues
- Relevant experience
- The project should promote partnership with different stakeholders, etc. (to be further developed and validated by the project Board)

### Implementation cycle

**Preparation and submission Project proposals:** Two calls for proposals will be launched per year

**Evaluation of proposals:** Projects will be evaluated and approved by a committee established by UNDP and OSCE

**Implementation and disbursement mechanism:** The implementing mechanism will be based on grant agreements between the NGO and UNDP Moldova. The NGO will receive the funding in 3 tranches:

First tranche - 40% of the budget, in advance after the Grant Agreement is signed,  
Second tranche – 55%, after the interim project report is approved by UNDP.

Final tranche –5%, after the project completed, reported and approved by UNDP.

- Delegated Institution will be responsible for financial management, procurement of materials, bookkeeping transactions, accounting and payments for the executed works, in accordance with national legislation.
- Delegated Institution should have written signed agreements with workers and do evidence of the quality and scope of executed works.
- Delegated Institution will keep a record of events; fill out site documentation on executed works in a proper way.

### **Monitoring and Evaluation**

Monitoring and evaluation of projects will be performed by UNDP and OSCE.