

## NOTE TO FILE

**Project Title: Action Agenda for Women's Political Empowerment**

**Re: Approval on the expenditure of regular sources \$50,000**

**Date: 06 April, 2015**

Project entitled *Action Agenda for Women's Political Empowerment* is managed under the 'Engagement Facility' arrangement. This Note to File is to clarify that UNDP Management approves the allocation and expenditure of the regular sources \$50,000 out of the total resources required \$550,000 in the Pro Doc. If UNDP gets donor funding for the rest parts of the budget of the Pro Doc, the regular sources \$50,000 currently approved will be merged into the bigger project.


This Note-to-File was Prepared and Submitted by:

Signature

Name

Designation

Date Signed

  
\_\_\_\_\_  
Eunjung Oh  
\_\_\_\_\_  
Gender Officer  
\_\_\_\_\_  
6 April 2015  
\_\_\_\_\_


The clarification on this Note to File is sufficient and is hereby approved by:

Signature

Name

Designation

Date Signed


  
\_\_\_\_\_  
Davaadulam Tsegmed  
\_\_\_\_\_  
Governance Team Leader  
\_\_\_\_\_  
6 April 2015  
\_\_\_\_\_

Signature

Name

Designation

Date Signed

  
\_\_\_\_\_  
Thomas Eriksson  
\_\_\_\_\_  
Resident Representative a.i.  
\_\_\_\_\_  
6 April 2015  
\_\_\_\_\_

**United Nations Development Programme  
Country: Mongolia**

**Draft Project Document**

<b>Project Title</b>	<b>Action Agenda for Women's Political Empowerment</b>
<b>UNDP Strategic Plan Outcome:</b>	4.4. Measures in place to increase women's participation in decision making
<b>UNDAF Outcome(s):</b>	Electoral systems and processes improved for fair outcome and enhanced representation of underrepresented groups
<b>Expected CPAP Outcome(s):</b>	
<b>Expected Output(s):</b>	<ol style="list-style-type: none"> <li>1. Promote gender equality provisions in the legislative reforms on election and political parties;</li> <li>2. Develop women's capacities for gender equality in political office</li> <li>3. Raise public awareness and create positive image of women in politics through building partnerships with media, public outreach campaign, and training of journalists</li> </ol>
<b>Executing Entity:</b>	UNDP
<b>Responsible Parties:</b>	NCGE, Journalist College

**Brief Description**

The project aims to contribute to gender equality results in electoral and political party reforms and the general and local elections in 2016. The project will support targeted interventions such as policy advocacy for legislative changes for increased women's participation at all levels of decision making, including local councils, offering capacity development support to women in elected offices and aspiring women leaders, public awareness raising on women's political participation through well designed media products and programmes, and gender-sensitization of the media.

The proposed activities will be implemented within 2015 targeting the 2016 elections.

<table border="0"> <tr> <td>Programme Period:</td> <td>2012-2016</td> </tr> <tr> <td>Key Result Area (Strategic Plan):</td> <td>4</td> </tr> <tr> <td>Atlas Award ID:</td> <td>_____</td> </tr> <tr> <td>Start date:</td> <td>3 April 2015</td> </tr> <tr> <td>End Date:</td> <td>31 December 2015</td> </tr> <tr> <td>PAC Meeting Date:</td> <td>_____</td> </tr> <tr> <td>Management Arrangements:</td> <td>Engagement Facility</td> </tr> </table>	Programme Period:	2012-2016	Key Result Area (Strategic Plan):	4	Atlas Award ID:	_____	Start date:	3 April 2015	End Date:	31 December 2015	PAC Meeting Date:	_____	Management Arrangements:	Engagement Facility	<table border="0"> <tr> <td>2015 AWP budget:</td> <td>_____</td> </tr> <tr> <td>Total resources required:</td> <td>\$550,000</td> </tr> <tr> <td>Total allocated resources:</td> <td>\$50,000</td> </tr> <tr> <td>• Regular:</td> <td>\$50,000</td> </tr> <tr> <td>• Other:</td> <td></td> </tr> <tr> <td>    ○ Donor:</td> <td>_____</td> </tr> <tr> <td>    ○ Donor:</td> <td>_____</td> </tr> <tr> <td>    ○ Donor:</td> <td>_____</td> </tr> <tr> <td>    ○ Government:</td> <td>_____</td> </tr> <tr> <td>Unfunded budget:</td> <td>\$500,000</td> </tr> <tr> <td>In-kind Contributions:</td> <td></td> </tr> </table>	2015 AWP budget:	_____	Total resources required:	\$550,000	Total allocated resources:	\$50,000	• Regular:	\$50,000	• Other:		○ Donor:	_____	○ Donor:	_____	○ Donor:	_____	○ Government:	_____	Unfunded budget:	\$500,000	In-kind Contributions:	
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Agreed by UNDP:  
**Thomas Eriksson, UNDP Resident Representative a.i.**

3 April 2015

costs, avoiding candidate tax that discriminates the right to be elected; building confidence of women candidates; and changing attitudes of voters, the media, mobilize support of male MPs or party members.

More recently, in 2014, under a small project on women's political empowerment implemented in cooperation with the NCGE, UNDP provided support to TV talk shows and programmes on the need to increase women's representation at all levels of decision making, inviting prominent male and female MPs, researchers, and representatives of political parties. A manual on gender sensitive reporting was developed and a training was conducted for journalists in January 2015. The project also developed a media strategy to be implemented in the pre-election period. Policy discussions held during the Development Dialogue on Women's Political Participation (December 2014) has put forward a 7 point agenda for increased representation of women at all levels of decision making, including leadership commitment, legal reforms (quota, enforcement mechanisms), political party reforms, collaboration among women wings of political parties, capacity development of women, media sensitization and public outreach through targeted voter education programmes, and to fill the knowledge/research gap. This project aims to support the implementation of the seven point action agenda.

## II. STRATEGY

The strategy of this project is to build on what is there and what has been done in the past. Taking into account the Development Dialogue output, project objectives, national priorities, and ongoing efforts by various stakeholders to promote gender equality at decision making levels, the following seven point action agenda is proposed:

Item	Action
1. Leadership commitment	<ul style="list-style-type: none"> <li>Identify male and female champions amongst leadership</li> <li>Work with champion to bring out messages</li> </ul>
2. Legal reform	<ul style="list-style-type: none"> <li>Assessment of current state of affairs with regards to proposed legal reforms from a gender equality perspective</li> <li>Consultation workshops on proposed changes to Draft Integrated Law on Elections and Draft Law on Political Parties and their Financing. These workshops will provide a platform for different stakeholders to express their views and debate in transparent and informed manner.</li> </ul>
3. Political party reform	<ul style="list-style-type: none"> <li>Awareness raising among political parties on the need to improve internal party rules for nomination of candidates and campaign financing and party organizations and structures.</li> </ul>
4. Collaboration	<ul style="list-style-type: none"> <li>Support networking of women wings of political parties and promote cross-party collaboration</li> </ul>
5. Capacity	<ul style="list-style-type: none"> <li>Policy workshops and communications training to build confidence and to sensitise on different styles of leadership</li> <li>Regional workshops for women from aimags and soums to network among themselves, learn from experienced politicians, and familiarize themselves of contributions women can make to local development and service delivery by running in national and local elections.</li> <li>Include media training in the regional workshops.</li> <li>Journalist training will be continued to engage journalists from local media.</li> </ul>
6. Advocacy	<ul style="list-style-type: none"> <li>Media campaign targeting various population groups delivered using different modes, including online, print media or TV.</li> <li>Hold TV talk shows on key topics. TV talk shows have proven an effective means in reaching out the public and raising their awareness of reasons for gender equality at decision making levels.</li> </ul>

### III. RESULTS AND RESOURCES FRAMEWORK

<p><b>Intended Outcome as stated in the Country Programme Action Plan Results and Resources Framework:</b> Electoral systems and processes improved for fair outcome and enhanced representation of underrepresented groups</p> <p><b>Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets:</b> <b>Indicator:</b> Increased representation of women in parliament, local hurals and Cabinet <b>Baseline:</b> 14.5 percent in parliament, no women Aimag governors and hural chairs, 27.3 percent in local hurals <b>Target:</b> MDG3 target 30 percent seats in Parliament and 15 percent at Aimag level</p> <p><b>Applicable Strategic Plan Area:</b> 4.4 Measures in place to increase women's participation in decision making</p> <p><b>Partnership Strategy:</b> Partnership to be forged with National Committee on Gender Equality (NCGE), the State Great Hural of Mongolia and its Women's Caucus, Citizens' Representative Hurals of aimags and soums, Political Parties and their women's sections, the Media, Women's CSO and Journalist College</p> <p><b>Project Title and ID (ATLAS Award ID):</b> Action Agenda for Women's Political Empowerment</p>					
INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES/ PARTNERS	INPUTS (USD)	
				UNDP	From unfunded sources
<p><b>Output 1. Promote gender equality provisions in the legislative reforms on election and political parties</b></p> <p><i>Indicators:</i></p> <ul style="list-style-type: none"> <li>- Extent and relevance of provisions of the Integrated Election Law and the Law on Political Party and Financing which affect gender equality</li> </ul> <p><u>Baseline:</u></p> <ul style="list-style-type: none"> <li>- Mixed electoral system, 20% quota for women candidates for national elections and no quota for local elections (2012)</li> </ul>	<p>Targets (2015)</p> <ul style="list-style-type: none"> <li>- New or amended legal provisions which contribute to increased women's representation in parliament and local councils</li> </ul>	<p>Review the pre-election environment from gender perspective and provide technical assistance on draft Integrated Election Law and the Law on Political Party and Financing;</p> <p>Repackage/update/translate knowledge products on relevant topics, including women's representation in local councils;</p> <p>Hold workshops of political parties and civil society organizations on amendments to relevant laws (Draft Integrated Election Law, Law on Political Party and Financing);</p> <p>Meetings with political parties and women's sections to promote internal party reforms</p> <p>Conduct public opinion survey on women's representation at decision making levels; Print the survey results; Organize workshop with the survey findings for policy advocacy</p>	<p>UNDP</p> <p>UNDP</p> <p>UNDP/ NCGE; Women's Caucus</p> <p>UNDP/ NCGE; Women's Caucus</p> <p>UNDP</p>	<p>Int'l Consultant</p> <p>Printing</p> <p>Workshop</p> <p>Workshop</p>	<p>From unfunded sources</p> <p>Printing</p> <p>Workshop</p> <p>Workshop</p> <p>Service Contract</p>

Subtotal by funding source:		39,000	80,000	41,000
<b>TOTAL for Output 1:</b>				
<b>Output 2. Develop women's capacities for gender equality in political office</b>	<b>Indicators:</b> <i>Number and type of workshops, conferences and trainings conducted; Number and position of participants/beneficiaries of trainings; Number of broadcasted TV interview series; Number and agenda of events and meetings supported</i>	<b>Targets (2015):</b> - Level of knowledge, skills and capacity enhanced of participants at workshop/training (to be monitored by self-assessment of participants of workshops/trainings)	Organize workshops on key development issues: - Prepare short updated analysis of key socio-economic issues; - Invite key experts/speakers; - Invite internationally prominent guest speaker(s); Conduct communications skills training for women leaders; Organize regional workshops;	Workshop, Service Contract, Int'l Consultant
			UNDP/ NCGE; Women's Caucus	
			UNDP/NCGE	Service Contract
			UNDP/NCGE	Workshop, Travel
			UNDP/NCGE	Media, Advocacy
<b>Subtotal by funding source:</b>				<b>164,000</b>
<b>TOTAL for Output 2:</b>				
<b>Output 3. Raise public awareness and create positive image of women in politics through building partnership with media, public outreach campaign, and training of journalists.</b>	<b>Indicators:</b> <i>Number and type of media activities; Public opinion on women' representation in</i>	<b>Targets (2015):</b> - Level of public support increased (to be validated by public opinion survey and media content analyses) - Level of gender stereotypes/bias reduced in the media reporting on political spheres (to be validated by media	TV talk shows/interviews on topics related to women's political empowerment; - experience/achievements of female politicians; - means to overcome obstacles at local levels etc.; Voter education activities for young voters; Airing of existing media products; Develop new media products; Carry out media campaign (online, print, TV etc.)	Media, Advocacy Media, Advocacy Service Contract Media, Advocacy Service Contract Media, Advocacy
			UNDP/ Women's Caucus; NCGE	Media, Advocacy
			UNDP	
			UNDP/NCGE	Service Contract
			UNDP/NCGE	Media, Advocacy
			UNDP/NCGE	Service Contract
			UNDP/NCGE	Media, Advocacy
<b>Subtotal by funding source:</b>				<b>164,000</b>
<b>1. Public awareness raising on women's political participation</b>				

<p>parliament and local councils</p> <p><u>Baseline:</u> 3 TV discussions/talk shows, 1 training for journalists, 1 TV ad</p>	<p>content analyses)</p>	<p>- develop and implement social media strategy; - monitor the effectiveness through observation and/or other means, such as media monitoring;</p>			
<p><b>2. Media sensitization on women's political empowerment</b></p>					
<p>Conduct media content analysis from gender perspectives; - present findings to stakeholders including journalists and media professionals</p> <p>Hold training of journalists on gender sensitive reporting (2 in UB and 3 in aimags); - meeting of chief editors, workshop of media professionals in cooperation with Press Institute, Association of Journalists</p> <p>Gender sensitive journalism award;</p> <p>Take part in international events/workshops on women's political participation</p>		<p>Journalist College</p> <p>Journalist College</p> <p>NCGE/UNDP</p> <p>UNDP/NCGE</p>	<p>Service Contract</p> <p>Training</p> <p>Advocacy</p> <p>Workshop, Travel</p>		<p>220,000</p>
<p>Subtotal by funding source: - 220,000</p>					
<p><b>TOTAL for Output 3: 220,000</b></p>					
<p>Project Management Costs</p>		<p>Project staff (coordinator and procurement and finance assistant)</p> <p>Direct project costing (DPC)</p> <p>Administrative costs</p> <p>GMS/ISS</p>		<p>10,000</p> <p>10,000</p> <p>5,000</p> <p>40,000</p>	<p>20,000</p> <p>10,000</p> <p>5,000</p> <p>40,000</p>
<p>Subtotal by funding source: 11,000 75,000</p>					
<p><b>TOTAL for Project Management Costs: 86,000</b></p>					
<p><b>Total by funding source: 50,000 500,000</b></p>					
<p><b>GRAND TOTAL 550,000</b></p>					

#### IV. ANNUAL WORK PLAN

Year: 2015

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	Funding Source	PLANNED BUDGET				
		Q1	Q2	Q3	Q4			Budget Description	From regular sources	From unfunded sources		
And baseline, indicators including annual targets	List activity results and associated actions											
<b>Output 1. Promote gender equality provisions in the legislative reforms on election and political parties</b>	<b>1.1. Policy advocacy for legislative changes for increased women's participation at all levels of decision making, including local councils</b>											
<i>Indicators:</i> - Extent and relevance of provisions of the Integrated Election Law and the Law on Political Party and Financing which affect gender equality	1.1.1. Review the pre-election environment from gender perspective and provide technical assistance on draft Integrated Election Law and the Law on Political Party and Financing;					UNDP	UNDP	Int'l consultant	15,000			
	1.1.2. Repackage/update/translate knowledge products on relevant topics, including women's representation in local councils;					UNDP		Printing		15,000		
	1.1.3. Hold workshops of political parties and civil society organizations on amendments to relevant laws (Draft Integrated Election Law, Law on Political Party and Financing);					UNDP	UNDP	Workshop	19,000		1,000	
<i>Baseline:</i> - Mixed electoral system, 20% quota for women candidates for national elections and no quota for local elections (2012).	1.1.4. Meetings with political parties and women's sections to promote internal party reforms;					UNDP	UNDP	Workshop	5,000			
<i>Targets:</i> - New or amended legal provisions which contribute to increased women's representation in parliament and local councils	1.1.5. Conduct public opinion survey on women's representation at decision making levels; - Print the survey results; - Organize workshop with the survey findings for policy advocacy					UNDP		Service contract			25,000	
<b>Sub-total for Output 1:</b>											<b>39,000</b>	<b>41,000</b>

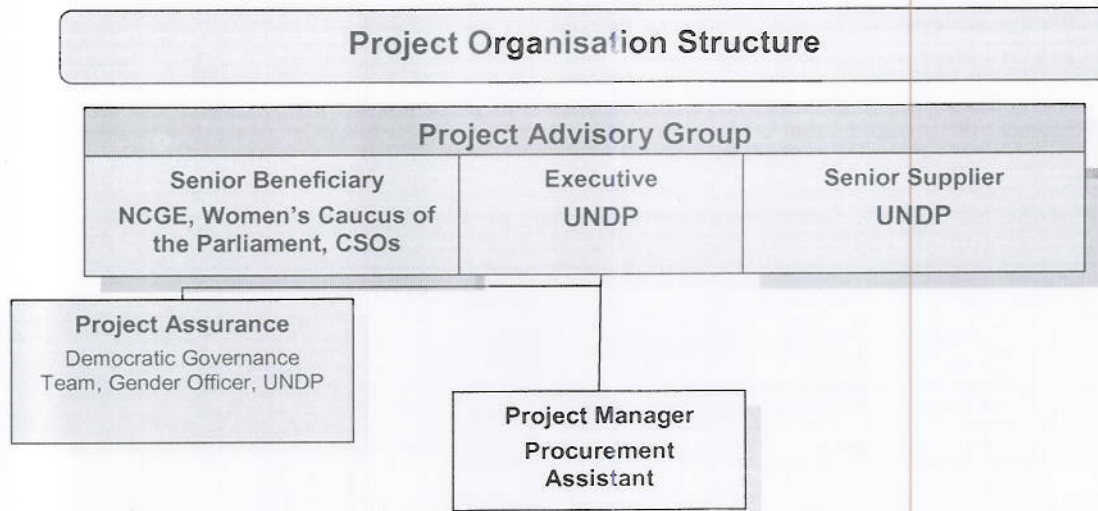
2.1. Capacity development for gender equality in political office										
<b>Output 2. Develop women's capacities for gender equality in political office</b>  <i>Indicators: Number and type of workshops, conferences and trainings conducted; Number and position of participants and beneficiaries of trainings; Number of broadcasted TV interview series; Number and agenda of events and meetings supported</i>  <i>Baseline: Leadership trainings held for female local elected reps in 5 aimags in 2014</i>  <i>Targets (2015):</i> - Level of knowledge, skills and capacity enhanced of participants at workshop/training (to be monitored by self-assessment of participants of workshops/trainings)										
	2.1.1. Organize workshops on key development issues: - Prepare short updated analysis of key socio-economic issues; - Invite key experts/speakers; - Invite internationally prominent guest speaker(s);						UNDP	Workshop, Service Contract, Inter'l consultant		30,000
	2.1.2. Conduct communications skills training for women leaders;						UNDP	Service contract		30,000
	2.1.3. Organize regional workshops;						UNDP	Workshop, travel		80,000
	2.1.4. Design and broadcast TV interview series with women leaders in order to increase their public speaking skills						UNDP	Media, advocacy		24,000
<b>Sub-total for Output 2:</b>										
<b>Output 3. Raise public awareness and create positive image of women in politics through building</b>	<b>3.1. Public awareness raising on women's political participation</b>									
	3.1.1. TV talk shows/interviews on topics related to women's political empowerment; - experience/achievements of female politicians; - means to overcome obstacles at local levels etc.;							UNDP	Media, advocacy	38,000



<p><b>partnership with media, public outreach campaign, and training of journalists.</b></p> <p><i>Indicators: Number and type of media activities; Public opinion on women' representation in parliament and local councils; Percentage of citizens surveyed that believe in the importance of the women's representation in parliament and local councils.</i></p> <p><i>Baseline 3 TV discussions/talk shows, 1 training for journalists, 1 TV ad</i></p> <p><i>Targets:</i></p> <ul style="list-style-type: none"> <li>- Level of public support increased (to be validated by public opinion survey and media content analyses)</li> <li>- Level of gender stereotypes/bias reduced in the media reporting on political spheres (to be validated by media content analyses)</li> </ul>	3.1.2. Voter education activities for young voters;				UNDP	Service contract	15,000	
	3.1.3. Airing of existing media products;				UNDP	Media, advocacy	25,000	
	3.1.4. Develop new media products;				UNDP	Service contract	15,000	
	3.1.5. Carry out media campaign (online, print, TV etc.):				UNDP	Media, advocacy	50,000	
	<p><b>3.2. Media sensitization on women's political participation</b></p>							
	3.2.1. Conduct media content analysis from gender perspectives;				UNDP	Service contract	10,000	
	3.2.2. Hold training of journalists on gender sensitive reporting (2 in UB and 3 in aimags);				Journalist College	Training	46,000	
	3.2.3. Gender sensitive journalism award;				NCGE		15,000	
	3.2.4. Take part in international events/workshops on women's political participation				UNDP		6,000	
	<b>Sub-total for Output 3:</b>							<b>220,000</b>

<b>Project management</b>	Project staff (coordinator and procurement and finance assistant)									10,000	20,000
	Direct project costing (DPC)										10,000
	Administrative costs								1,000	5,000	
	GMS/ISS										40,000
	<b>Sub-total:</b>								<b>11,000</b>	<b>75,000</b>	
<b>TOTAL</b>									<b>50,000</b>	<b>500,000</b>	<b>550,000</b>

## V. MANAGEMENT ARRANGEMENTS



## VI. MONITORING FRAMEWORK AND EVALUATION

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

### Within the annual cycle

- On a quarterly basis, a quality assessment shall record progress towards the completion of key results.
- An Issue Log shall be activated in Atlas and updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change.
- Based on the initial risk analysis submitted (see annex 1), a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.
- Based on the above information recorded in Atlas, a Project Progress Reports (PPR) shall be submitted by the Project Coordinator to the Project Advisory Group.
- a project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation.

### Annually

- **Annual Review Report.** An Annual Review Report shall be prepared by the Project Coordinator and shared with the Project Advisory Group. Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP). This review is driven by the Project Advisory Group and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes.

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## VII. LEGAL CONTEXT

Click [here](#) for the standard text.

UNDP as the Implementing Partner shall comply with the policies, procedures and practices of the United Nations safety and security management system.

UNDP agrees to undertake all reasonable efforts to ensure that none of the project funds 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](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.