

# United Nations Development Programme

Country: Turkey

## Project Document

**Project Title:** Training and capacity building for strengthening the City Councils and their functioning as local democratic governance mechanisms Project

**UNDAF Outcome(s):**

Outcome 1: By 2010, strengthen individual and institutional capacity for both democratic and environmental governance at local and central levels.

Outcome 1.1. Increased individual collective and institutional capacity for participation at all levels of decision making.

Outcome 1.2. Mechanisms for the implementation and monitoring of international norms and standards on human rights strengthened.

**Expected CP Outcome(s):**

Increased individual, collective and institutional capacity for participation at all levels of decision-making

**Expected Output(s):**

(Those that will result from the project)

Output 1.1: Institutional capacities of the City Council enhanced and local democratic governance practices internalized through capacity development programs

Output 1.2: Networking, communication and collaboration within and amongst the City Councils strengthened through technical know how

Output 1.3: Grounds laid for the continuation of the LA-21 processes within the context of City Councils and consolidation of pertinent activities laid through the adopted exit strategy in the course of the Project

**Executing Entity:**

United Cities and Local Governments – Istanbul

**Implementing Agencies:** UNDP Turkey

**Brief Description**

Under the umbrella of the Turkey Local Agenda 21 (LA-21) Program, the activities programmed to be conducted during 2007-2008 within the framework of the fourth-phase project entitled "Localizing the UN Millennium Development Goals in Turkey through the Local Agenda 21 Governance Network" will have been completed as of 31 December 2008. Unless a continuation project encompassing activities geared toward supporting the ongoing activities and consolidating the respective outputs, the Turkey LA-21 Program itself will also be actually terminated. On the other hand, in the face of the local elections to be held in March 2009, the continuation of the Program for a particular period to ensure the consolidation of pertinent participatory processes and mechanisms is of crucial importance, particularly for supporting the City Councils incorporated in Article 76 of the Law on Municipalities (No. 5393) and the strengthening and spreading out of local democratic governance. Instead of launching a new phase for the continuation of the Turkey LA-21 Program, a more appropriate method would be to make a revision in the current fourth-phase Project Document and complement the respective activities with a continuation project. In this regard, a proposal for such a continuation project has been developed to enable the continuation of the Turkey LA-21 Program via making a revision in the current project. In this context, the Project at hand has the following intended outputs: (1) Institutional capacities of the City Council enhanced and local democratic governance practices internalized through capacity development programs; (2) Networking, communication and collaboration within and amongst the City Councils strengthened through technical know how; and (3) Grounds laid for the continuation of the LA-21 processes within the context of City Councils and consolidation of pertinent activities laid through the adopted exit strategy in the course of the Project.

Programme Period: 2006-2010

**Key Result Area (UNDAF):**

"By 2010, strengthened individual and institutional capacity for both democratic and environmental governance at local and central levels."

Atlas Award ID: \_\_\_\_\_

Start date: 1 Dec 2008  
End Date: 31 May 2010  
PAC Meeting Date: 19 Nov 2008

Total resources required USD 700,000  
GMS (3%) USD 19,500

**Total allocated resources:**

- Government Cost Sharing (Ministry of Interior) USD 650,000
- UNDP TRAC USD 50,000

H. Avni AKSOY  
Head of Department  
Multilateral Economic Affairs

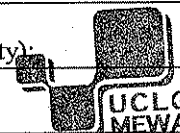
Agreed by Ministry of Foreign Affairs (MFA), (Government):

Agreed by United Cities & Local Governments (UCLG-MEWA), (Executing Entity):

Agreed by (UNDP):

Muhammad A. Ayub  
Resident Representative

Ulrika Richardson-Bohinski



Birleşmiş Kentler ve Yerel Yönetimler Ortadoğu ve Batı Asya Bölge Teşkilatı

25 Mart 2009

# I. ANNUAL WORK PLAN

Year:

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount
<p><b>Output 1</b></p> <p>Institutional capacities of the City Council enhanced and local democratic governance practices internalized through capacity development programs</p>	<p>1. Provision of training and capacity building support to the City Councils geared toward their functioning in accordance with Clause 76 of the Law on Municipalities No. 5393 and the respective By-laws</p> <p><i>Organizing a total of 6 training and capacity building programs, each in a different geographical location, for the representatives of local authorities and City Councils geared toward the provision of support to the functioning of City Councils in accordance with Clause 76 and the respective By-laws</i></p> <p><i>Organizing a Congress on City Councils, bringing together the representatives of local authorities and City Councils at the national level that aims at strengthening the connections between local authorities and City Councils, increasing the exchange of information &amp; experience between cities and developing collaboration amongst them</i></p> <p>2. Conducting training and capacity building programs geared toward increasing the level of awareness of the elected and appointed local officials on City Councils and governance, particularly subsequent to the local elections to be held in March 2009</p> <p><i>In conjunction with Output Target 1, encouraging the participation of local officials in the training and capacity building programs to be organized subsequent to the local elections under the project for increasing the level of their awareness on City Councils and governance-related issues</i></p> <p><i>Promoting the participation of local officials in the nationwide Congress on City Councils to be organized subsequent to the local elections under Output Target 1</i></p>	X	X	X	X	UCLG-MEWA	Government Cost Sharing	72100	180.000
			X			UCLG-MEWA Ministry of Interior UNDP	UNDP	72100	20.000

<p>3. Provision of training &amp; capacity building support for ensuring the broader and effective participation of civil society organizations in City Councils, pursuant to "the nature of the City Council as a civil structure" as underlined in the justification for Clause 76 of the Law on Municipalities</p> <ul style="list-style-type: none"> <li>- In conjunction with Output Target 1, encouraging the participation of civil society organizations under the umbrella of the City Councils in the training and capacity building programs to be organized under the Project</li> <li>- Promoting the participation of civil society organizations under the umbrella of the City Councils in the nation-wide Congress on City Councils to be organized under Output Target 1</li> <li>- Promoting the participation of civil society organizations under the umbrella of the City Councils in the nation-wide Congress on City Councils to be organized under Output Target 1</li> </ul>	X	X	X	X	UCLG-MEWA UNDP	Government Cost Sharing	72100	7.500
<p>4. Training and capacity building of the Women's Councils, established under the umbrella of the City Councils, for their effective functioning and the strengthening of collaboration and coordination amongst them</p> <ul style="list-style-type: none"> <li>- The organization of at least 4 training &amp; capacity building programs to bring together the representatives of Women's Councils established under the umbrella of the City Councils in different geographical regions</li> <li>- Organization of "National Coordination Meeting of Women's Councils", bringing together the representatives of Women's Councils from different cities to increase the sharing of information &amp; experience and to strengthen their collaboration &amp; cooperation</li> </ul>		X	X	X	UCLG-MEWA	Government Cost Sharing	72100	60.000
<p>5. Training and capacity building of the Youth Councils, established under the umbrella of the City Councils, for their effective functioning and the strengthening of collaboration and coordination amongst them (including the National Youth Parliament)</p> <ul style="list-style-type: none"> <li>- The organization of at least 4 training &amp; capacity building programs to bring together the representatives of Youth Councils established under the umbrella of the City Councils in different geographical regions</li> <li>- In conjunction with the National Youth &amp; Sports Day (19 May), organizing a "Youth Summit" in Ankara that brings together the representatives of Youth Councils that constitute the National Youth Parliament</li> </ul>		X	X	X	UCLG-MEWA	Government Cost Sharing	72100	60.000

<p><b>Output 2</b></p> <p>Networking, communication and collaboration within and amongst the City Councils strengthened through technical know how</p>	<p>1. Gathering and sharing information on the City Councils to serve as a "clearing house" at local, national and international levels</p> <ul style="list-style-type: none"> <li>- Sharing and disseminating relevant information at local, national and international levels via specially-designed web site; continuously updating the Project web site</li> <li>- Preparation of various publications and visual/printed materials for training and awareness-raising in relation to the City Councils in general and the Project activities in particular</li> <li>- Organizing special programs for making better known the City Council model &amp; implementations in Turkey, sharing information &amp; experiences on similar implementations in other countries and developing the collaboration between cities constituting best practices</li> </ul>	X	X		UCLG-MEWA Ministry of Interior UNDP	Government Cost Sharing	72100	19,000	
	<p>2. Promoting and supporting the effective utilization of information and communication technologies, particularly the prevalent mobile technologies, in developing the communication and information flow amongst the constituents of City Councils</p> <ul style="list-style-type: none"> <li>- Promoting and supporting the utilization of communication systems focusing on "corporate social responsibility", developed on the basis of prevalent mobile technologies, for the purpose of developing the communication and information flow amongst the constituents of City Councils</li> <li>- Provision of training on prevalent mobile technologies in connection with City Councils</li> </ul>		X	X		UCLG-MEWA	Government Cost Sharing	72100	45,500
	<p>3. Development of a Communications Strategy for the City Councils to support their functioning in line with their goals, with particular emphasis upon the representation of poor and other disadvantaged sections of local communities</p> <ul style="list-style-type: none"> <li>- Development of a Communications Strategy for the City Councils to serve as a source of reference in supporting their functioning in line with the requirements of democratic local governance and in pursuit of their goals</li> <li>- Within the Communications Strategy to be developed for the City Councils, giving due emphasis on the inclusion of measures toward enabling the representation of poor and other disadvantaged sections of local communities in the City Councils</li> </ul>	X	X	X		UCLG-MEWA Ministry of Interior UNDP	UNDP	72100	20,000

<p><b>Output 3</b></p> <p>Grounds laid for the continuation of the LA-21 processes within the context of City Councils and consolidation of pertinent activities laid through the adopted exit strategy in the course of the Project</p>	<p>1. In order to ensure the focusing of the pertinent capacity development activities on priority topics, conducting a Needs Assessment Study to identify the aspects of the City Councils that need to be supported and strengthened</p> <ul style="list-style-type: none"> <li>- In conjunction with the launching of the Project, conducting a Needs Assessment Study for identifying the existing institutional potentials and limitations of the City Councils</li> <li>- Based upon the findings of the Needs Assessment Study, the preparation of technical support packages and the proposals for institutionalization geared toward the identified needs</li> </ul>	X						UCLG-MEWA	Government Cost Sharing	72100	20.000
	<p>2. Engagement of the core staff for coordinating the pertinent activities and conducting the capacity development under the Project</p> <ul style="list-style-type: none"> <li>- Engagement of key experts for coordinating and facilitating the activities under the Project</li> <li>- Engagement of a team of experts to conduct the "training trainer" and other capacity development programs delineated in the Project</li> </ul>	X	X	X	X			UCLG-MEWA	Government Cost Sharing	71300	104.250
	<p>3. Supporting the continuation and consolidation of activities under the Campaign entitled "Our City Supports the UN Millennium Development Goals", particularly subsequent to the March 2009 local elections</p> <ul style="list-style-type: none"> <li>- Supporting the relevant activities of the local authorities that have joined the MDGs Campaign, particularly subsequent to the local elections to be held in March 2009</li> <li>- In the light of the indicators developed for the monitoring of progress and the measuring of success under the MDGs Campaign, the promotion of best practices in relation to localizing the MDGs</li> </ul>							UCLG-MEWA	Government Cost Sharing	71400	37.000

<p>Independent Audit &amp; Project Micro Assessment</p> <p>General Management Services &amp; Support Cost</p>	<p>4. Promoting the strengthening of the institutional connections of municipalities with City Councils, taking into consideration the respective repercussions upon strategic plans, implementation programs and budgets</p> <ul style="list-style-type: none"> <li>- Promoting local authorities to support the resolutions &amp; action plans of City Councils via the decisions of their Assemblies (including the allocation of appropriate budgetary funds and the establishment of connections with City Councils in their strategic plans and programs)</li> <li>- The inclusion of relevant provisions within the framework of the supervision of local authorities conducted by the Ministry of Interior for assessing the extent to which the municipalities provide support to respective City Councils</li> </ul> <p>5. Ensuring the subsequent continuation of the LA-21 processes, based upon democratic local governance, within the context of the City Councils and the respective harmonization of the pertinent terminology and implementations</p> <ul style="list-style-type: none"> <li>- Preparation of a guide/ handbook geared towards the subsequent continuation of the LA-21 processes, which aim at localizing sustainable development on the basis of democratic local governance, within the context of the City Councils and ensuring their internalization, and in this respect, the harmonization of the pertinent terminology and implementations</li> <li>- Development of a strategy document encompassing the proposals and arrangements geared toward the sustainability of pertinent activities and the continuation of the support of central government agencies subsequent to the termination of the present Project</li> </ul>	<p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p> <p>X</p>	<p>UCLG-MEWA</p> <p>UCLG-MEWA Ministry of Interior UNDP</p>	<p>Government Cost Sharing</p> <p>UNDP Government Cost Sharing</p>	<p>71400</p> <p>72100</p> <p>74100</p>	<p>19.568</p> <p>20.000</p> <p>7.000</p> <p>19,500</p> <p>60.682</p> <p><b>700.000</b></p>
<p>TOTAL</p>							

## II. Background

UNDP-Turkey has been cooperating with the national counterparts in the area of local governance since 1997, through the Local Agenda 21 (LA-21) Program. The overall objective of the Program is to strengthen local governance by ensuring that civil society participates in decision-making processes.

The first three phases and sub-projects of the Turkey Local Agenda 21 Program have been supported by the corresponding decisions of the Council of Ministers and have been published in the Official Gazette of Turkey (dated 6 March 1998/No. 3278, 8 February 1999/No. 23605, 22 January 2001/No. 24295, 4 December 2001/No. 24603, 11 June 2003/No. 25135 and 12 November 2003/No. 5287 respectively). The Decrees dated 19 March 1998 and 7 November 2000 issued consecutively by the Ministry of Interior have made a significant contribution to the development of LA-21 processes. The fourth phase project of the Turkey LA-21 Program is entitled "Localizing the UN Millennium Development Goals in Turkey through the Local Agenda 21 Governance Network". Building on the experience of the previous phases, this Project aims at localizing the Government's MDG commitments by advocating the prioritization of the UN Millennium Development Goals (MDGs) in local action. The fourth phase Project Document has been endorsed by the Council of Ministers and subsequently published in the Official Gazette as an "International Agreement" on 24 April 2007.

The Turkey LA-21 Program enabled the development of a new local governance model in Turkey whereby public institutions, local authorities and civil society organizations are forming the triangle of the local decision-making processes. In this context, the major achievements of the Program include the following:

- As the primary participatory structure of the LA-21 processes, City Councils that bring together the central government, local government and civil society within a collaborative framework of "partnerships" have been established. The City Councils, functioning as democratic platforms where development priorities and pressing problems of the city are identified and discussed, have attained a significant legal stronghold via Article 76 of the Law on Municipalities, No. 5393. The connection of the City Councils with the LA-21 Program is explicitly stipulated in the By-laws of the City Council enacted in October 2006.
- The Women's Councils and the Youth Councils established for developing policies and mechanisms to increase the participation of the women and the youth in local decision-making processes have started to be regarded as a "best practice" at global level. The Women's Councils facilitate the raising of awareness on priority issues concerning women, particularly with regard to promoting the active involvement of women in decision-making processes, and the reflection of the gender perspective to all policies and strategies. The Youth Councils function with a view towards the development of the capacities of the youth and their "enablement", and the participation of the youth in all aspects of local decision-making mechanisms. As a significant step towards institutionalization at the national level, the "National Youth Parliament" has been established in 2004 by the Youth Councils.

- As a visible impact of the campaign launched by the National Youth Parliament, the age for being elected was lowered from 30 to 25 via the amendment made in the Constitution in October 2006.
- The active participation of the Special Interest Groups, including the physically and mentally disabled persons, the elderly (“senior citizens”) and the children in the participatory mechanisms under the umbrella of the City Councils was achieved.
- Within the context of activities at the neighborhood level constituting one of the significant strongholds of the LA-21 processes, structures such as Neighborhood Committees and Neighborhood Centers serve as effective means of facilitating the materialization of participatory processes in the everyday life of local communities, and in particular augmenting the voices of the poor and disadvantaged sections. The pertinent activities have found their reflections upon Article 9 of the Law on Municipalities, No. 5393.
- Significant advances have been made toward the preparation and implementation of Action Plans that delineate sustainable development targets, policies, strategies and action proposals of respective cities, developed with the participation and consensus of local stakeholders. The Working Groups, constituting the key mechanism of the action planning processes, have been designated as an organ of the City Council in the By-laws of the City Council.
- The LA-21 implementations in Turkey was selected by UNDP in 2001 as one of the most successful implementations of LA-21 in the world and in this context, was presented as a “best practice” during the UN Sustainable Development Summit held in Johannesburg in September 2002. In addition, the LA-21 Program was submitted by UNDESA as a “best practice of governance” during the UN 7<sup>th</sup> Global Forum held in Vienna in June 2007.
- The LA-21 Program demonstrated its potential to trigger social transformation that accelerates the decentralization and democratization process in the country, as well as the process of Turkey’s integration with the European Union.

### **III. Justification for the Project**

Under the umbrella of the Turkey LA-21 Program, the activities which were programmed to be conducted during 2007-2008 within the framework of the fourth-phase project will have been completed as of 31 December 2008. Although the official date of termination for the Project is the end of 2010, unless a project encompassing activities geared toward supporting the ongoing activities and consolidating the respective outputs in a sustainable manner, the Turkey LA-21 Program itself would also be terminated as of 31 December 2008.

On the other hand, in the face of the local elections to be held in March 2009, the continuation of the Project for a particular period to ensure the consolidation of pertinent participatory processes and mechanisms is of crucial importance, particularly for supporting the City Councils incorporated in Article 76 of the Law on Municipalities (No. 5393) and the strengthening and spreading out of local democratic governance. The By-laws enacted in July 2007 by the Ministry of Interior-General Directorate of Local Authorities, the central government organization responsible for the City Councils, to



encourage the local authorities to join the LA-21 Program, is an indication of the importance given to the respective activities. In the same manner, the Prime Ministry (Social and Cultural Affairs Department) and the Prime Ministry-State Planning Organization, along with other organizations that are members of the Project Steering Committee, provide a strategic support to the LA-21 Program overall.

Instead of launching a new phase for the continuation of the Turkey LA-21 Program, a more appropriate method would be to make a revision in the current fourth-phase Project Document and complement the respective activities with an appropriate exit strategy to ensure the sustainability of results and the consolidation of outputs in a sustainable manner. In this regard, a proposal for such a project has been developed to enable the sustainability and continuation of the Turkey LA-21 Program in Turkey as follows:

#### **IV. Outputs of the Project**

In light of the justification above this Project, being the continuation of the fourth-phase project as well as constituting the final phase of UNDP's involvement in the LA 21 Program in Turkey, will have the following outputs:

1. Institutional capacities of the City Council enhanced and local democratic governance practices internalized through capacity development programs
  - 1.1. Provision of training and capacity building support to the City Councils geared toward their functioning in accordance with Clause 76 of the Law on Municipalities No. 5393 and the respective By-laws
  - 1.2. Conducting training and capacity building programs geared toward increasing the level of awareness of the elected and appointed local officials on City Councils and governance, particularly subsequent to the local elections to be held in March 2009
  - 1.3. Provision of training and capacity building support in relation to ensuring the broader and more effective participation of civil society organizations in City Councils, pursuant to "the specific nature of the City Council as a civil structure" as underlined in the justification for Clause 76 of the Law on Municipalities
  - 1.4. Training and capacity building of the Women's Councils, established under the umbrella of the City Councils, for their effective functioning and the strengthening of collaboration and coordination amongst them
  - 1.5. Training and capacity building of the Youth Councils, established under the umbrella of the City Councils, for their effective functioning and the strengthening of collaboration and coordination amongst them (including the National Youth Parliament formed under the LA-21 Program)
2. Networking, communication and collaboration within and amongst the City Councils strengthened through technical know how
  - 2.1. Gathering and sharing information on the City Councils to serve as a "clearing house" at local, national and international levels
  - 2.2. Promoting and supporting the effective utilization of information and communication technologies, particularly the prevalent mobile technologies,

- in developing the communication and information flow amongst the constituents of City Councils
- 2.3. Development of a Communications Strategy for the City Councils to support their functioning in line with their goals, with particular emphasis upon the representation of poor and other disadvantaged sections of local communities
3. Grounds laid for the continuation of the LA-21 processes within the context of City Councils and consolidation of pertinent activities laid through the adopted exit strategy in the course of the Project
    - 3.1. In order to ensure the focusing of the pertinent capacity development activities on priority topics, conducting a Needs Assessment Study to identify the aspects of the City Councils that need to be supported and strengthened
    - 3.2. Engagement of the core staff for coordinating the pertinent activities and conducting the capacity development under the Project
    - 3.3. Supporting the continuation and consolidation of activities under the Campaign entitled "Our City Supports the UN Millennium Development Goals!", particularly subsequent to the March 2009 local elections
    - 3.4. Promoting the strengthening of the institutional connections of municipalities with City Councils, taking into consideration the respective repercussions upon strategic plans, implementation programs and budgets
    - 3.5. Ensuring the subsequent continuation of the LA-21 processes, based upon democratic local governance, within the context of the City Councils and the respective harmonization of the pertinent terminology and implementations

## **V. Institutional Framework**

As in all other projects conducted to date within the context of the LA-21 Program, this Project will also be conducted with the support of UNDP Turkey.

The national level partners of the Project include the Prime Ministry (Social and Cultural Affairs Department), the Prime Ministry-Undersecretariat of State Planning Organization, the Ministry of Interior-General Directorate of Local Authorities, the Prime Ministry-General-Directorate of the Status of Women, the General Directorate of Youth and Sports and the General Secretariat of the European Union. Furthermore, partnership is intended to be established with the Union of Municipalities of Turkey (TBB). The local level partners of the Project will be the local authorities constituting the current partners of the Turkey LA-21 Program and the City Councils established in the respective cities, as well as new cities to join the Program.

The coordination of the Project will be assumed by UCLG-MEWA – the United Cities and Local Governments-Middle East and West Asia (formerly IULA-EMME), which is the current coordinator of the Turkey LA-21 Program.

In this context, the institutional framework of the Project is outlined below.

### **Partnership with the Ministry of Interior-General Directorate of Local Authorities:**

**The Ministry of Interior-General Directorate of Local Authorities (GDLA)**, along with other areas, is responsible for the preparation and overseeing the implementation of the By-laws of the City Councils established under Clause 76 of the Law on Municipalities No. 5393. GDLA, being a member of the Project Steering Committee, is also responsible for the transfer of Government cost-sharing under the LA-21 Program. Within the context of the present Project, training and capacity building activities will be conducted under the coordination of the GDLA toward the functioning of the City Councils in line with the principle of "good governance", as delineated in Clause 76 of the Law on Municipalities and in the By-laws of the City Council prepared in accordance with the provisions of this Clause.

### **Partnership with other PSC-member Central Government Organizations:**

**Prime Ministry (Social and Cultural Affairs Department)** is responsible for undertaking or contracting out the conduct of studies and researches in relation to the developments, international relations and problems encountered in the areas of science and technology, education, culture, arts, sports, youth, tourism, press, radio, television and promotion, as well as for undertaking or contracting out the conduct of studies and researches in relation to the developments and problems encountered in the areas of health, work, social security, social assistance and local authority services; making pertinent evaluations, preparing proposals and establishing coordination amongst the public institutions in these areas. Within this framework the Prime Ministry is anticipated to undertake the necessary coordination among public institutions.

**The Prime Ministry-Undersecretariat of State Planning Organization (SPO)** prepares, on the basis of the proposals of concerned Ministries and institutions, national development plans and annual investment programs with direct implications for local authorities. The SPO also plays a key role, inter alia, with regard to promoting and reviewing the implementation of MDGs at national level. Within the context of the project, in collaboration with the SPO, it is envisaged to raise the awareness of the local communities in relation to localizing, under the umbrella of the City Councils, the issues prioritized in the MDGs National Report prepared by the SPO, with particular emphasis on poverty reduction.

**The Prime Ministry-General Directorate of the Status of Women (GDSW)** has the overall responsibility for the development and implementation of gender policy primarily based on the CEDAW and the Beijing Platform of Action. Within the context of the present project, in collaboration with the GDSW, it is envisaged to ensure the effective functioning of the Women's Councils established under the umbrella of the City Councils and to strengthen the collaboration and coordination between them.

### **Partnership with the Union of Municipalities of Turkey (TBB):**

**The Union of Municipalities of Turkey (TBB)**, established in 1945 as an association for public benefit, has been transformed via Article 20 of the Law on the Unions of Local Authorities (No. 5355) into a nation-wide union to represent the municipalities in relation to the protection of their interests, the provision of assistance for their development, the training of their personnel and the presenting of opinion on draft legislation concerning the municipalities. TBB establishes numerous contacts and conducts pertinent activities both in the country and abroad, with a view towards elevating the municipalities in

Turkey to the standards of modern countries and having them to improve the quality of their services, as well as collaborating with international organizations such as the European Union Committee of Regions, the Congress of Local and Regional Authorities of Europe and the United Cities and Local Governments World Organization.

#### **Partnership with the Youth Association for Habitat:**

**Youth Association for Habitat (HGD)** has been coordinating the youth activities since the inception of the Turkey LA-21 Program, in close collaboration with UCLG-MEWA. This collaboration will continue under the present project, whereby HGD is anticipated to coordinate and support the activities of the youth councils established in cities and the National Youth Parliament as their nation-wide network. In the new phase of the training and capacity development activities for the youth, HGD is anticipated to conduct joint activities with WALD – World Academy for Local Government and Democracy which was a partner of the LA-21 Program in its previous phases.

#### **Partnership with Local Authorities:**

Pursuant to the By-laws of the City Council, prepared in accordance with the provisions of Clause 76 of the Law on Municipalities No. 5393 and enacted upon its publication in the Official Gazette of Turkey on 8 October 2006, all municipalities are required to have initiated the establishment of the City Council in their respective cities and thus, all City Councils are anticipated to have completed their establishment as of to date at the country level. On the other hand, as being manifested in actual implementations, numerous bottlenecks, shortages and deficiencies are encountered in both the establishment and the functioning of the City Councils. Close collaboration with respective local authorities is required for overcoming such problems. Within the context of the proposed project, close collaboration shall be established with LA-21 Program partner local authorities, as well as with local authorities subsequently joining the Program. The local authorities that are not partners of the LA-21 Program shall also be encouraged to participate in and benefit from the training and capacity building programs to be held under the project.

#### **Partnership with City Councils:**

One of the primary achievements of the Turkey LA-21 Program is granting of the legal strongholds of the City Councils by the Law on Municipalities No. 5393. The City Councils, diverging from similar examples in the world and evolving as a model peculiar to Turkey, provides a very suitable umbrella for other participatory structures and processes, in particular for the Women and youth Councils. Within the context of the proposed present project, close collaborative relationships will be established with the City Councils, including the participatory structures established under their umbrella. Partnership with the UN Country Team:

By its nature, the Turkey LA-21 Program is spread throughout the country. In an increasing number of cities the City Councils and other participatory platforms will forward local democratic governance practices as a basic means to achieve the MDGs. As such, the project is at the focal point of democratic governance and its component of local participatory and inclusive governance that constitutes one of the basic service areas of the United Nations Development Programme (UNDP). Due to this characteristic

and by virtue of the collaboration since the beginning, close collaboration will be sustained with the UNDP.

Alongside UNDP, the project is of interest to other UN agencies due to the function of the City Councils in aiming to reach and contribute to all sections of the society and to different service areas. Through the UNDP Country Office the Project will keep the UNCT informed of local level activities for the UNCT members to comment and when relevant participate in local level events that are within their specific expertise or mandate.

The above referred organizations will comprise the Project Steering Committee. In addition to these organizations, the General Secretariat of the European Union (GSEU), as the organization with an overall coordinating responsibility of the internal efforts for harmonization to be carried out by the Turkish public organizations, the Union of Chambers and Commodity Exchanges of Turkey (TOBB) with the critical role it plays in the support of MDGs and LA 21 processes at local level through its vast national network and the General Directorate of Youth and Sports, as one of the key national counterparts addressing to youth related issues will be invited as observer of the Steering Committee.

### **Beneficiaries**

The primary direct beneficiaries of the Project will be the local authorities participating in the Project, as well as the broad spectrum of local stakeholders ranging from civil society organizations to the private sector that have constituted the City Councils and local participatory mechanisms. The ultimate beneficiaries of the Project will be the City Councils at large, with particular emphasis upon the capacity building of the women and the youth and subsequently women and youth councils.

## **VI. MANAGEMENT ARRANGEMENTS**

Being launched within the context of the Turkey Local Agenda 21 Program, this Project will be implemented and coordinated by UCLG-MEWA – the United Cities and Local Governments, Middle East and West Asia (formerly IULA-EMME). UCLG-MEWA will thus be responsible for the management of the Project, including all substantive, technical, administrative, financial and secretarial functions.

The designated National Program Coordinator (NPC) for LA-21 Program will be fully responsible for the coordinated work of the Project and ensure the intended outputs are fully achieved within their time restrictions. NPC will advise and consult UNDP Governance Program Manager for the full compliance of the achievements with the expectations of UNDP.

UCLG-MEWA will facilitate, guide and coordinate all relations with the participating municipalities and all their relevant stakeholders.

## VII. MONITORING FRAMEWORK AND EVALUATION

The Project will be subject to regular monitoring and evaluation in accordance with the policies and procedures established by UNDP, including but not limited to:

**Quarterly Progress Reports:** As part of the overall Local Agenda 21 Program reporting methodology, UCLG-MEWA will prepare 3 monthly progress reports and financial reports specifically for this Project.

**Annual Project Reports:** UCLG-MEWA will submit to UNDP annual project reports assessing the performance of the project in contributing to the intended outcome through identified outputs and partnership work.

**Annual Project Steering Committee Meetings:** UCLG-MEWA will work closely and coordinate with the Project Steering Committee (PSC), the advisory body of the Turkey Local Agenda 21 Program, which includes representatives of the Prime Ministry (Social and Cultural Affairs Department), the Prime Ministry-Undersecretariat of State Planning Organization, the Ministry of Interior-General Directorate of Local Authorities, the Prime Ministry-General-Directorate of the Status of Women, , the Union of Municipalities of Turkey, the Youth Association for Habitat, UCLG-MEWA and UNDP. The representatives of supporting organizations such as the General Secretariat of the European Union, the General Directorate of Youth and Sport, TOBB and donors will be invited to the PSC meetings as observers of the PSC. The PSC will meet at least once every year during the course of the Project.

## VIII. LEGAL CONTEXT

This document together with the CPAP signed by the Government and UNDP, which is incorporated by reference constitute together a Project Document as referred to in the SBAA [or other appropriate governing agreement] and all CPAP provisions apply to this document.

Consistent with the Article III of the Standard Basic Assistance Agreement, the responsibility for the safety and security of the implementing partner and its personnel and property, and of UNDP's property in the implementing partner's custody, rests with the implementing partner.

The implementing partner shall:

- a) 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;
- b) assume all risks and liabilities related to the implementing partner's security, and the full implementation of the security plan.

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 this agreement.

The implementing partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document 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/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document”.



**ANNEX I:**

**OFFLINE RISK LOG**

(see *Deliverable Description for the Risk Log regarding its purpose and use*)

<b>Project Title:</b> Training and Capacity Building for Strengthening the City Councils and Their Functioning as Local Democratic Governance Mechanisms Project	<b>Award ID:</b>
	<b>Date:</b>

#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mitig response	Owner	Submitted/ updated by	Last Update	Status
1	Great number of local administrators who know the City Council structured changed after the local elections of March 2009	During the preparation	Environmental Political	Weakened relations between the City Councils and the local administrators  P= 2	Reference to the Governmental support both at policy and implementation level Quick response to rebuild strengthened relations	UCLG- MEWA UNDP			No change