



Country: UGANDA

Project Document

Project Title: Community Based Mines/ERW Risk Education for at Risk Communities in Northern Uganda.

UNDAF Outcome(s): Capacity of selected Government institutions and Civil Society improved for good governance and realization of Human Rights that leads to reducing geographic, socio-economic and demographic disparities in attainment of Millennium Declaration and Goals by 2014.

Expected CP Outcome(s): Selected institutions capacitated (traditional, formal) to deliver community security and access to justice services.

Expected Output(s): Communities safe from the threat and impact of landmines, UXOs/ERWs and SALWs.

Implementing Partner: Office of the Prime Minister (OPM)

Responsible Party: Federation HANDICAP INTERNATIONAL.

Brief Description

AGORO and NGOMOROMO Minefields: CL + MRE

In the framework of current demining operation on the Agoro and Ngomoromo Minefields (border with South Sudan); Community liaison operations are to be established to accompany such operations; Mine/ERW Risk Education is implemented in high and medium affected-communities until clearance is completed.

IDPs CAMPS Lamwo District: MRE

Ngomoromo (545) - Alweno Olwyo (451) - Lokung (297) - Pangira (270) - Potika A and B (369)

In the 5 remaining IDPs Camps of Lamwo district where communities are prevented to return to their places of origin due to high levels of fear from the threat of mines and other ERW, targeted Mine Risk Education will be implemented to reduce risk-taking behaviour (and thus increasing safe behaviour) increase their capacity to manage existing levels of threats from mines/ERW and raise awareness of the dangers of mines/ERW in the process.

LAMWO DISTRICT: Community Based Reporting System

In Lamwo District the 2 remaining SHAs are the Agoro and Ngomoromo minefields. All the additional identified SHAs have been cleared. A community based reporting system will be put in place and reinforced to support the national EOD response capacity.

Programme Period:	7 Months
Key Result Area (Strategic Plan)	_____
Atlas Award ID:	_____
Start date:	01/08/2011
End Date	29/02/2012
PAC Meeting Date	_____
Management Arrangements	_____

Total resources required	100.000 US\$
Total allocated resources:	_____
• Regular	_____
• Other:	
○ Donor	_____
○ Donor	_____
○ Donor	_____
○ Government	_____
Unfunded budget:	_____
In-kind Contributions	_____

Agreed by the OFFICE OF THE PRIME MINISTER:

[Signature]
OFFICE OF THE PRIME MINISTER
19 AUG 2011
* 19/8/11
* KASTEN
Commissioner Disaster Preparedness & Response
[Signature]

Agreed by UNDP:

19/08/11



Uganda

Agreed by FEDERATION HANDICAP INTERNATIONAL:

[Signature]
19/08/11
HANDICAP
★ 19 AUG 2011 ★
INTERNATIONAL

I. SITUATION ANALYSIS

Northern Uganda has an ERW contamination problem resulting from successive conflicts over three decades, including internal conflicts and fighting involving the Lords Resistance Army (LRA). Since 2006 Northern Uganda has remained fairly peaceful.

In recent years, IDP camps have been gradually closing and resettlement is being carried out. Many camps are now in the final stages of being closed. In specific relation to this project, In Lamwo district there are 5 IDP camps that are not yet closed due in part to concerns of the camp residents of mines/ERW threats in their villages of origin and their related concern of return.

In Uganda the UMAC was established in 2005, with clearance operations commencing in 2007. While numerous actors have been active in Mine/ERW Risk Education (MRE) in northern Uganda between 2005-2009, Uganda has lacked a clear national-level MRE strategy and there has not been a coordinated approach to MRE implementation by international and national stakeholders.

Therefore, MRE interventions in the country have often been uncoordinated with each other, and have not always been appropriately adapted to the level of contamination and to the mine/ERW risks faced by affected-populations.

Except for the Agoro and Ngomoromo areas (where minefields exist) and for other areas that have yet to be surveyed (for example the West Nile Region), there is a clear need to ensure that all future MRE interventions are strongly adapted to the local context – which is one of residual contamination.

In addition to appropriately tailored MRE to reduce the socio-economic impact of mines/ERW on populations, there is a need for Community Liaison to directly support the demining operations that are ongoing in Lamwo.

The goal of CL in this context is to enhance the effectiveness and efficiency of demining operations by ensuring sound coordination and information collection and sharing between demining operators and mine/ERW affected communities and to provide clear support to demining teams.

The specific objectives of CL in this context can be seen as three-fold:

- to establish new, strengthen existing and maintain relationships between demining operators, the mine/ERW affected-communities and local authorities to ensure confidence on all sides of the nature and quality of the demining operations,
- to ensure that the mine/ERW concerns of the community are fed up from the community-level to the operational level,
- to ensure that the planning of demining operations occur inclusive of communities' concerns.

Mine/ERW-affected communities need to have confidence that the cleared land is safe to return to. Through community consultations with the community, it is clear that the community, in instances, lacks confidence in the clearance operations in general, and with the deminers in specific. As such, by establishing a clear CL1 process as abovementioned, this proposed project will strongly support the process of releasing land and facilitating return to formerly contaminated land.

In addition, there is a need to involve relevant stakeholders in establishing a sustainable community based reporting system for mines and other ERW to address low community awareness of the risks posed by mines/ERW and to address the poor understanding (including among the authorities – local leaders, local govt and police) about the procedure for requesting an EOD response following the identification of a dangerous item.

Throughout this process establishing and reinforcing MRE, CL and community-based reporting activities, HI will work closely with the UMAC and other relevant government and civil-society stakeholders to build the national capacity in the required areas.

II. STRATEGY

By reinforcing the capacity of UMAC (OPM), District Disaster Management Committee and local authorities of Lamwo and Mines/ERW affected communities, and delivering services on Mine Risk Education and Community Liaison this project will contribute to assist the national authority in achieving their Mine Risk Education clearance objectives under the 1997 Mine Ban Treaty by reducing the socio-economical impact of landmines and other explosive remnants of war (ERW) in affected-communities in northern Uganda (in link with outcome 3.2 of UNDAF 2010 2014).

To return to their places, the community needs to have the confidence that the cleared land is safe to return to. As UMAC (OPM) will increase its capacity to deliver Community Liaison in the framework of demining operation in Northern Uganda, this will contribute to establish, build, and maintain strong relationship between deminers and the displaced communities, and the local government to ensure confidence on all sides. By building community confidence in the demining operation the project will contribute to facilitate the return.

By involving the communities in the Mines/ERW threats reporting system this will sustainably and suitably maintain this relationship confidence and will enable efficiency and performance for the EOD rapid response. In the same vain, the MRE contingency plan in regard of possible influx of South Sudanese refugees will also contribute to sustainably improve the image of efficiency and performance of local authorities to deal with such tricky situation

III. RESULTS AND RESOURCES FRAMEWORK

Intended Outcome as stated in the Country Programme Results and Resource Framework:

CPAP Outcome 1.2: Selected institutions capacitated (traditional, formal) to deliver community security and access to justice services.

Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets:

Baseline: Low levels of capacity to deal with Mines/ERWs

Indicators: Number of IDPs, returnee communities adopting safe practices towards Mines/ERWs. Community confidence to return home enhanced

Applicable Key Result Area (from 2008-11 Strategic Plan): Supporting Crisis Prevention and Recovery, restoring foundations for development

Partnership Strategy : ToT approach, Strong involvement of local authorities (Parish, subcounty level)

Project title and ID (ATLAS Award ID): 00043631

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS
Specify each output that is planned to help achieve the outcome. For each output, include a baseline with associated indicators and targets to facilitate monitoring of change over time. Each output shall ultimately become a Project ID in Atlas.	Use this column for more complex projects where an output takes more than one year to produce.	List activity results and associated actions needed to produce each output or annual output targets. Each activity result shall ultimately become an Activity ID in Atlas.	Specify parties that have been engaged by the executing entity to carry out these activities	Specify the nature and total costs of the UNDP inputs needed to produce each output.
Output 1: Capacity of IDPs and returnees developed to implement safe behavioural practices on Mines/ERWs.	<ul style="list-style-type: none"> At risk population/MRE needs assessment Report produced Number of MRE/ERW coordination/reporting structures at community levels created/trained. Number of Mine/ERW awareness campaigns conducted in IDP camps, 	<p>Identify at-risk groups and determine their knowledge and behaviours related to MRE/ERW and community based reporting system</p> <ul style="list-style-type: none"> Identification of at-risk population. MRE needs assessment amongst at-risk population. <p>Set up of Community based reporting system</p> <ul style="list-style-type: none"> Identification of MRE community focal points Coordination meetings on Community based reporting system implementation 	<ul style="list-style-type: none"> HI HI, UMAC, MRE focal points (local & IDP camps leadership) 	<ul style="list-style-type: none"> HI north Uganda infrastructure and transport means HI Uganda human resources (North & Kampala) Budget (See Annex)
			<ul style="list-style-type: none"> HI, UMAC, MRE focal 	

IV. ANNUAL WORK PLAN

Year: 2011

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPON SIBLE PARTY	Funding Source	PLANNED BUDGET	
		Q1	Q2	Q3	Q4			Budget Description	Amount in US\$
<p>Output 1 Capacity of IDPs and returnees developed to implement safe behavioural practices on Mines/ERWs.</p> <p><i>Baseline:</i> (1) Low levels of capacity to deal with Mines/ERWs</p> <p><i>Indicators:</i> (1) Number of IDPs, returnee communities adopting safe practices towards Mines/ERWs. Community confidence to return home enhanced:</p>	<p>1 - Identify at-risk groups and determine their knowledge and behaviours related to MRE/ERW and community based reporting system</p> <ul style="list-style-type: none"> o Identification of at-risk population. o MRE needs assessment amongst at-risk population. 					HI	Support Costs Expatriate staff Running costs	20 746 16 296 4 450	
	<p>2 - Set up of Community based reporting system</p> <ul style="list-style-type: none"> o Identification of MRE community focal points o Coordination meetings on Community based reporting system implementation 					HI	<p><u>Operational Cost</u> Expatriate staff National staff Equipment</p>	<p>72 712 8 148 26 310 8 060</p>	
	<p>3 - Community based MRE sensitization</p> <ul style="list-style-type: none"> o Adapt MRE Material to local language o MRE & Community based reporting system Training for MRE community focal points o MRE sensitization campaigns 					UNDP	<p>Running costs Community based MRE sensitization Public Information dissemination Campaigns</p>	<p>6 630 11 508 12 056</p>	
	<p>4 - Community Liaison activities</p> <ul style="list-style-type: none"> o Focus group community meetings 					HI			
	<p>5 - Public Information dissemination Campaigns</p> <ul style="list-style-type: none"> o MRE Radio messages/ Broadcasts o Radio talk shows 					HI			
							TOTAL	93 458	

Year: 2012

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPON SIBLE PARTY	Funding Source	PLANNED BUDGET	
		Q1	Q2	Q3	Q4			Budget Description	Amount in US\$
Output 1 Capacity of IDPs and returnees developed to implement safe behavioural practices on Mines/ERWs. <i>Baseline:</i> (2) Low levels of capacity to deal with Mines/ERWs <i>Indicators:</i> (2) Number of IDPs, returnee communities adopting safe practices towards Mines/ERWs. Community confidence to return home enhanced:	1 - Identify at-risk groups and determine their knowledge and behaviours related to MRE/ERW and community based reporting system <ul style="list-style-type: none"> o Identification of at-risk population. o MRE needs assessment amongst at-risk population. 					HI			
	2 - Set up of Community based reporting system <ul style="list-style-type: none"> o Identification of MRE community focal points o Coordination meetings on Community based reporting system implementation 					HI	UNDP		
	3 - Community based MRE sensitization <ul style="list-style-type: none"> o Adapt MRE Material to local language o MRE & Community based reporting system Training for MRE community focal points o MRE sensitization campaigns 					HI	UNDP		
	4 - Community Liaison activities <ul style="list-style-type: none"> o Focus group community meetings 					HI	UNDP		
	5 - Public Information dissemination Campaigns <ul style="list-style-type: none"> o MRE Radio messages/ Broadcasts o Radio talk shows 					HI	UNDP		

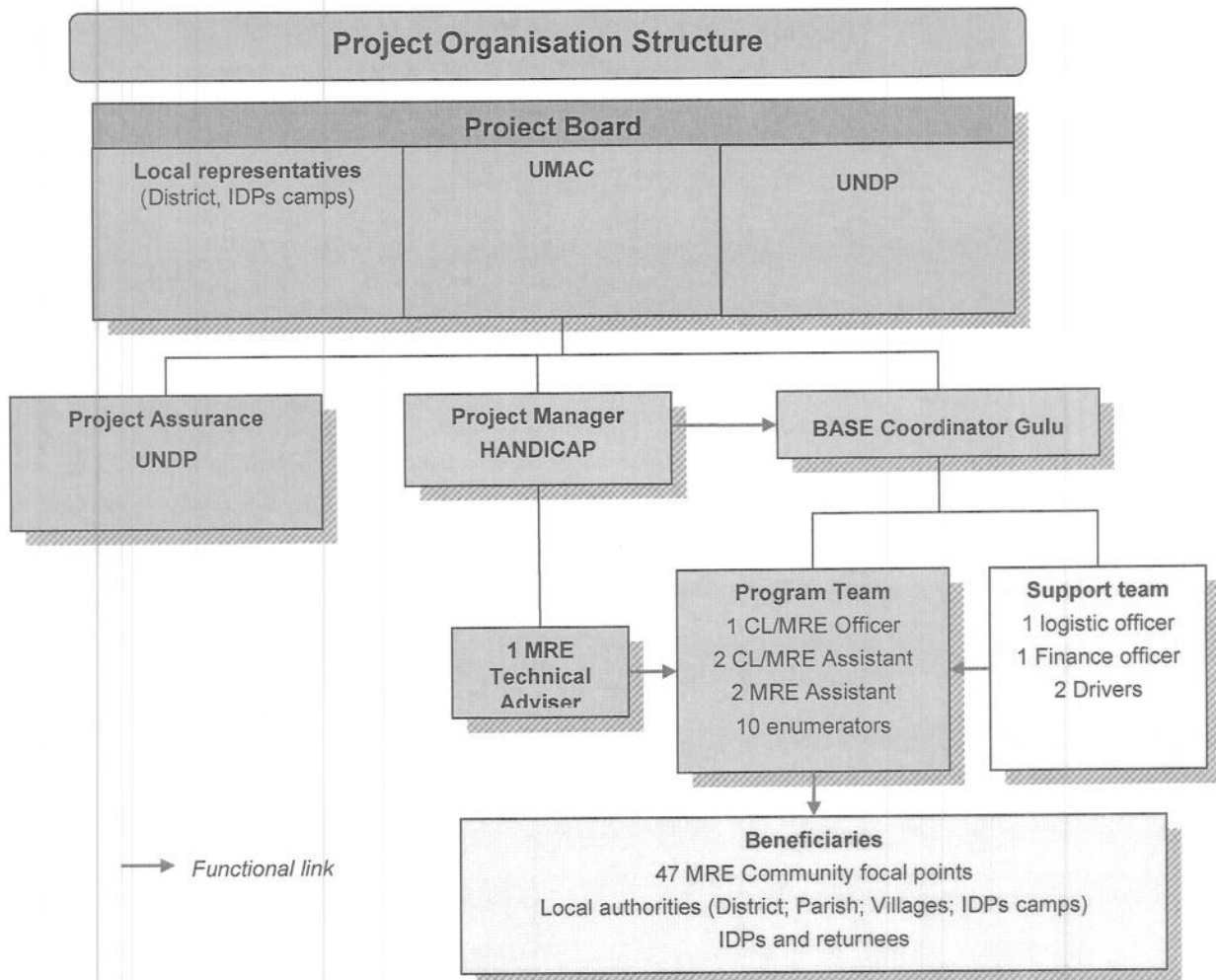
V. MANAGEMENT ARRANGEMENTS

Implementing Partner (Office of the Prime Minister)

The Office of the Prime Minister (OPM) is the Implementing Partner for this project and is responsible and accountable for managing the project, including the monitoring and evaluation, achieving project outputs, and for the effective use of UNDP resources.

Responsible Party (Federation Handicap International)

The Responsible Party (Federation Handicap International) will be directly accountable to the Implementing Partner (Office of the Prime Minister) in accordance with Terms of Agreement that shall be signed with the Implementing Partner. Federation Handicap International shall be responsible for successfully delivering the project outputs.



Suggested sub-headings in this component may include:

- Collaborative arrangements with related projects (if any)

The community liaison activities will be strongly linked with the demining operations handled by DDG/UMAC in Agoro and N'gomoromo minefields. A specific MOU will be

drafted in order to ensure close cooperation with those demining actors and be able to provide timely and accurate informations to the at-risk communities living near landmines.

This program will as well benefit of another program implemented by Handicap International in the northern districts of Uganda and funded by AUSAID : "Cross-border victim assistance and mine risk education" program. Indeed resources such as human resources (especially support and coordination) and logistic resources (vehicules, offices, computers) will be funded by AUSAID and will directly or indirectly contribute to implementation of the project funded by UNDP.

It's worth to mention as well that other Handicap International program staff working in Kasese and Bundibungyo district, especially MRE staff, will contribute to the success of this program by sharing their knowledge, practices and good practices.

➤ *prior obligations and prerequisites*

The main prerequisite for the implementation of this program is that the security in the area of intervention (Lamwo district) remains stable for us to be able to operate normally.

➤ *a brief description/summary of the inputs to be provided by all partners*

- *UMAC/DDG : Sharing regularly information on demining achievements, participating to land handover ceremonies.*
- *District authorities : Authorize Handicap International to implement activities in the district, Actively Support the project and mobilize authorities at lower administrative level (Subcounty, parish, village)*
- *Parishes, villages / IDPs camps authorities : Identify MRE focal points, support and ease the implementation of MRE sensitization sessions*

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, based on quality criteria and methods captured in the Quality Management table below.
- 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 Manager to the Project Board through Project Assurance, using the standard report format available in the Executive Snapshot.
- a project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project
- a Monitoring Schedule Plan shall be activated in Atlas and updated to track key management actions/events

Annually

- **Annual Review Report.** An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board and the Outcome Board. As minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the QPR covering the whole year with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level.
- **Annual Project Review.** 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) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board 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.

Quality Management for Project Activity Results

Replicate the table for each activity result of the AWP to provide information on monitoring actions based on quality criteria. To be completed during the process "Defining a Project" if the information is available. This table shall be further refined during the process "Initiating a Project".

OUTPUT 1: Capacity of IDPs and returnees developed to implement safe behavioural practices on Mines/ERWs.		
Activity 1	Identify at-risk groups and determine their knowledge and behaviours related to MRE/ERW and community based reporting system	Quarter 3 of 2011
Purpose	Adapt MRE sessions to respond to gaps in knowledge and inadequate behaviours related to Mine/ERW	
Description	<p>The methodology of the survey and the questionnaires will be designed by the MRE Technical Adviser</p> <p>A team composed of 2 MRE officers and 10 enumerators will organise focus groups discussions and one to one interviews</p> <p>With the support of the Data manager, the MRE Technical Advisor will summarise findings, write the survey final report and adapt the MRE curriculum accordingly.</p>	
Quality Criteria <i>How/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. What method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Adapted Survey methodology	Survey methodology and questionnaires	August 2011
Quality of training for enumerators	Training curriculum	August 2011
Quality of Analysis	Final survey report	October 2011

OUTPUT 1: Capacity of IDPs and returnees developed to implement safe behavioural practices on Mines/ERWs.		
Activity 2	Set up community based reporting system	Quarter 3 and 4 of 2011
Purpose	Reinforce sustainability of mine clearance operations by building Communities capacities	
Description	<ul style="list-style-type: none"> Local representatives (District, Subcounties, and Parishes, villages and/or IDPs camps) will be sensitized on MRE and Community Based Reporting System. 47 MRE focal point (one per parish) will be identified jointly with the local representatives. This MRE focal point will be trained and will be in charge of disseminating MRE and the Community Based Reporting System to villages/IDPs camps inhabitants 	
Quality Criteria <i>How/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. What method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Number of stakeholders involved	Sensitization session attendance list	September, October 2011

Quality of information provided	Sensitization session curriculum	
Knowledge improvement regarding the Community based reporting system	Pre-post training assessment	

OUTPUT 1: Capacity of IDPs and returnees developed to implement safe behavioural practices on Mines/ERWs.

Activity 3	3 – Community based MRE sensitization	Quarter 3 and 4 of 2011
Purpose	Improve safety of at-risk community related to mine/ERW, Strengthen clearance process of mine/ERW	
Description	<p>The MRE Material will be adapted according to survey findings and local language.</p> <p>47 MRE focal points (one per parish) and 13 representatives of sub counties (one per sub county) will be trained on Mine Risk Education and community based reporting system during 5 days and will have a refreshment training of 3 days after 3 months of activities. These 60 persons will receive an MRE training kit composed of posters and A4 laminated photos.</p> <p>MRE focal points in link with the village representative will then:</p> <ul style="list-style-type: none"> • Held specific meetings at village level jointly with the village representative in order to present the Community Based Reporting System. • Conduct MRE sensitization sessions in schools and for at-risk population (identified during the surveys) <p>During this period, through field visits, the MRE officers and CL/MRE officers will provide guidance to the MRE focal points, control the quality and effectiveness of these sessions and evaluate the improvement of knowledge and behaviour of villagers.</p>	
Quality Criteria <i>How/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. What method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Improvement in MRE Knowledge	<ul style="list-style-type: none"> • Pre and post sensitization session test • Random assessments done by MRE/CL officers 	All along implementation
Number of persons sensitized	Sensitization session attendance list	All along implementation

OUTPUT 1: Capacity of IDPs and returnees developed to implement safe behavioural practices on Mines/ERWs.

Activity 4	Community Liaison activities	Quarter 2 of 2011
Purpose	<ul style="list-style-type: none"> • Enhance security of communities living around minefields • Facilitate land handover and subsequent resettlement and development of 	

	activities	
Description	In link with demining operators and local authorities (parishes, villages, and IDP camps) the 2 CL/MRE officers will inform the inhabitants of at-risk communities of demining achievements. The 2 CL/MRE officers will as well participate to organise official land handover to communities.	
Quality Criteria <i>How/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. What method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Number of communities informed	Community Meeting minutes Attendance list MRE/CL officers monthly report	Monthly basis during implementation of the activity
Frequency of information received by at-risk communities	MRE/CL officers monthly report	
Adequacy and relevance of information received by at-risk communities	Community meeting minutes done by supervisors (MRE/CL team leader and/or MRE Technical Advisor)	

OUTPUT 1: Capacity of IDPs and returnees developed to implement safe behavioural practices on Mines/ERWs.		
Activity 5	5 - Public Information dissemination Campaigns	Quarter 4 of 2011 Quarter 1 of 2012
Purpose	Improve safety of at-risk community related to mine/ERW, Strengthen clearance process of mine/ERW	
Description	<ul style="list-style-type: none"> Radio spot will be designed and aired during 5 month to inform people about MRE and community based reporting system Radio talk shows (30mn each) will be organised in order to discuss about mine and UXO issues. Three key players will be invited each time to participate to it. 	
Quality Criteria <i>How/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. What method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Message comprehension	Result of population sample test.	September 2011
Message coverage rate	Monthly evaluation	Monthly basis during implementation

VII. LEGAL CONTEXT

If the country has signed the Standard Basic Assistance Agreement (SBAA), the following standard text must be quoted:

This project document shall be the instrument referred to as such in Article 1 of the SBAA between the Government of (country) and UNDP, signed on (date).

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

The executing agency 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 executing agency'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 executing agency 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.

If the country has not signed the SBAA, the following standard text is quoted:

The project document shall be the instrument envisaged in the Supplemental Provisions to the Project Document, attached hereto.

Consistent with the above Supplemental Provisions, the responsibility for the safety and security of the executing agency and its personnel and property, and of UNDP's property in the executing agency's custody, rests with the executing agency.

The executing agency 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 executing agency'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.

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VIII. ANNEXES

Risk Analysis. Use the standard Risk Log template. Please refer to the Deliverable Description of the Risk Log for instructions

Agreements. Any additional agreements, such as cost sharing agreements, project cooperation agreements signed with NGOs¹ (where the NGO is designated as the "executing entity") should be attached.

¹ For GEF projects, the agreement with any NGO pre-selected to be the main contractor should include the rationale for having pre-selected that NGO.

Terms of Reference: TOR for key project personnel should be developed and attached

Capacity Assessment: Results of capacity assessments of Implementing Partner (including HACT Micro Assessment)

Special Clauses. In case of government cost-sharing through the project which is not within the CPAP, the following clauses should be included:

1. The schedule of payments and UNDP bank account details.
2. The value of the payment, if made in a currency other than United States dollars, shall be determined by applying the United Nations operational rate of exchange in effect on the date of payment. Should there be a change in the United Nations operational rate of exchange prior to the full utilization by the UNDP of the payment, the value of the balance of funds still held at that time will be adjusted accordingly. If, in such a case, a loss in the value of the balance of funds is recorded, UNDP shall inform the Government with a view to determining whether any further financing could be provided by the Government. Should such further financing not be available, the assistance to be provided to the project may be reduced, suspended or terminated by UNDP.
3. The above schedule of payments takes into account the requirement that the payments shall be made in advance of the implementation of planned activities. It may be amended to be consistent with the progress of project delivery.
4. UNDP shall receive and administer the payment in accordance with the regulations, rules and directives of UNDP.
5. All financial accounts and statements shall be expressed in United States dollars.
6. If unforeseen increases in expenditures or commitments are expected or realized (whether owing to inflationary factors, fluctuation in exchange rates or unforeseen contingencies), UNDP shall submit to the government on a timely basis a supplementary estimate showing the further financing that will be necessary. The Government shall use its best endeavors to obtain the additional funds required.
7. If the payments referred above are not received in accordance with the payment schedule, or if the additional financing required in accordance with paragraph []above is not forthcoming from the Government or other sources, the assistance to be provided to the project under this Agreement may be reduced, suspended or terminated by UNDP.
8. Any interest income attributable to the contribution shall be credited to UNDP Account and shall be utilized in accordance with established UNDP procedures.

In accordance with the decisions and directives of UNDP's Executive Board:

The contribution shall be charged:

- (a) [...] cost recovery for the provision of general management support (GMS) by UNDP headquarters and country offices
 - (b) Direct cost for implementation support services (ISS) provided by UNDP and/or an executing entity/implementing partner.
9. Ownership of equipment, supplies and other properties financed from the contribution shall vest in UNDP. Matters relating to the transfer of ownership by UNDP shall be determined in accordance with the relevant policies and procedures of UNDP.
 10. The contribution shall be subject exclusively to the internal and external auditing procedures provided for in the financial regulations, rules and directives of UNDP."