European Commission
United Nations Development Programme

Joint Task Force on Electoral Assistance

EC-UNDP Workshop on

Formulating and Implementing Electoral Assistance Projects in the Context of the EC UNDP Partnership

EC-UNDP Operational Guidelines on EA

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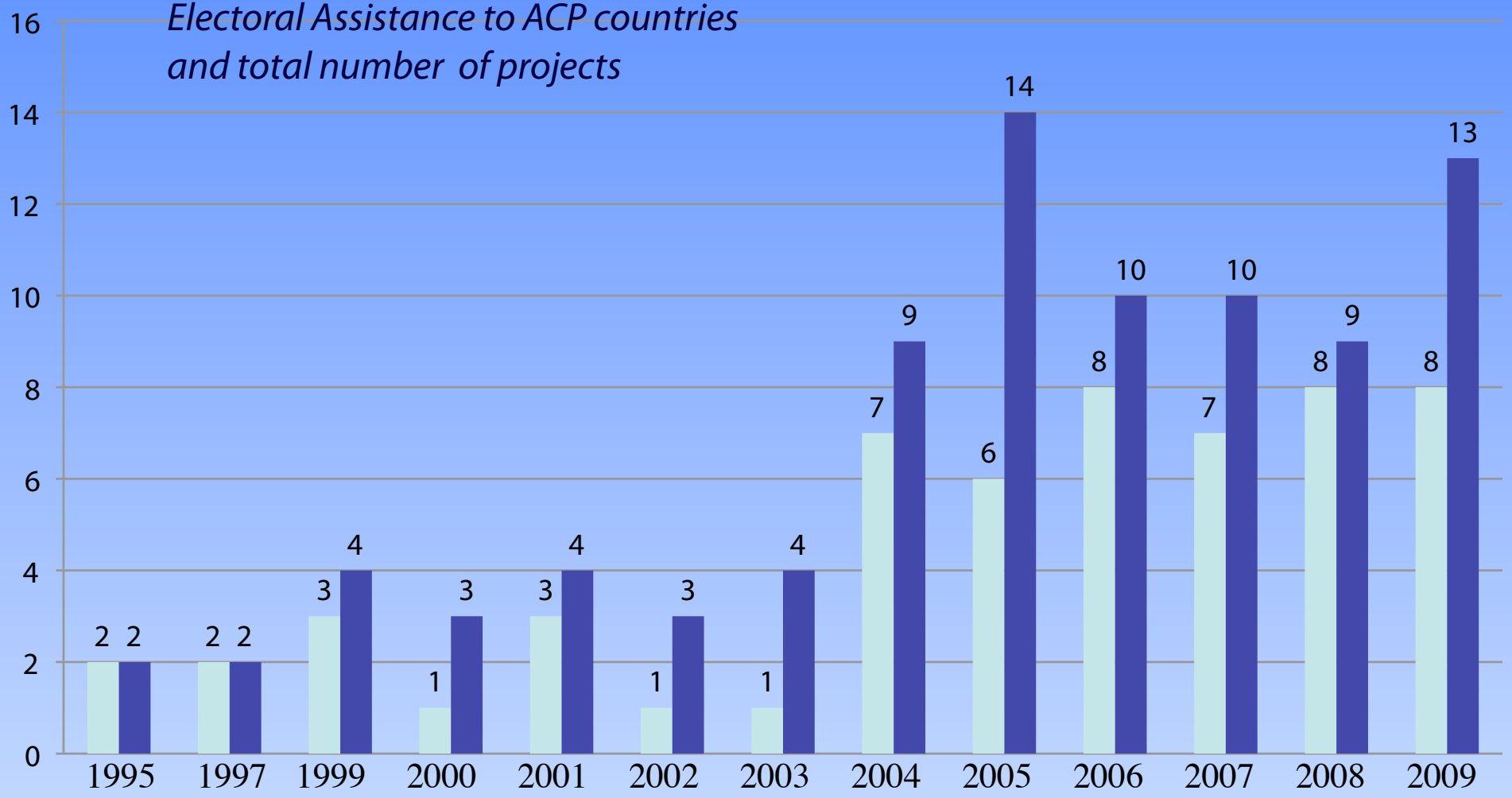
Brussels 1 – 4 February 2011

Year	Country	Project Title	EC Contribution	TOTAL	Total signed in 2010 and hard pipeline
2010	**Benin**	Projet d'Appui pour la Liste Electorale Permanente et Informatisée (LEPI) au Bénin - Addendums 2	3,000,000 €		
		Projet d'Appui pour la Liste Electorale Permanente et Informatisée (LEPI) au Bénin - Addendums 1	4,000,000 €		
2010	**Burundi**	Appui au Cycle Electoral au Burundi	5,000,000 €		
2010	**PALOP - Regional**	Support to the 2010-2012 Electoral Cycles of the PALOP/TL Countries	6,100,000 €		
2010	**CAR**	Project d' Appui au Cycle Electoral 2010 de la Republique Centrafricain	6,200,000 €		
2010	**Chad**	Programme d'Appui a la Reforme du Systeme Electoral	2,000,000 €		
2010	**Cote d'Ivoire**	Appui a la CEI pour la formation et la communication electorales	2,326,371 €		
2010	**Guinea Conakry**	Programme d appui complementaire aux elections legislatives et presidentielles	4,550,000 €	**71,768,621 €**	
2010	**Kenya**	Support to Electoral Reforms and Electoral Processes in Kenya	500,000 €		**128,568,621 €**
2010	**Kyrgyzstan**	Kyrgyzstan Election Support Project (KESP)	1,450,000 €		
2010	**Sudan**	Support to Southern Soudan Referendum Project	3,250,000 €		
2010	**Haiti**	Appui au Processus Electoral en Haiti	5,000,000 €		
2010	**Liberia**	Project in Support of the Electoral Cycle 2010-2012 in Liberia	7,000,000 €		
2010	**Niger**	Appui au processus électoral - Addendum	15,347,250 €		
		Appui au processus électoral	3,345,000 €		
2010	**Tanzania**	Election Support Project	€ 2,700,000		
2011	**Sierra Leone**		7,700,000 €		
2011	**Togo**		1,600,000 €	**56,800,000 €**	
2011	**DRC**		47,500,000		

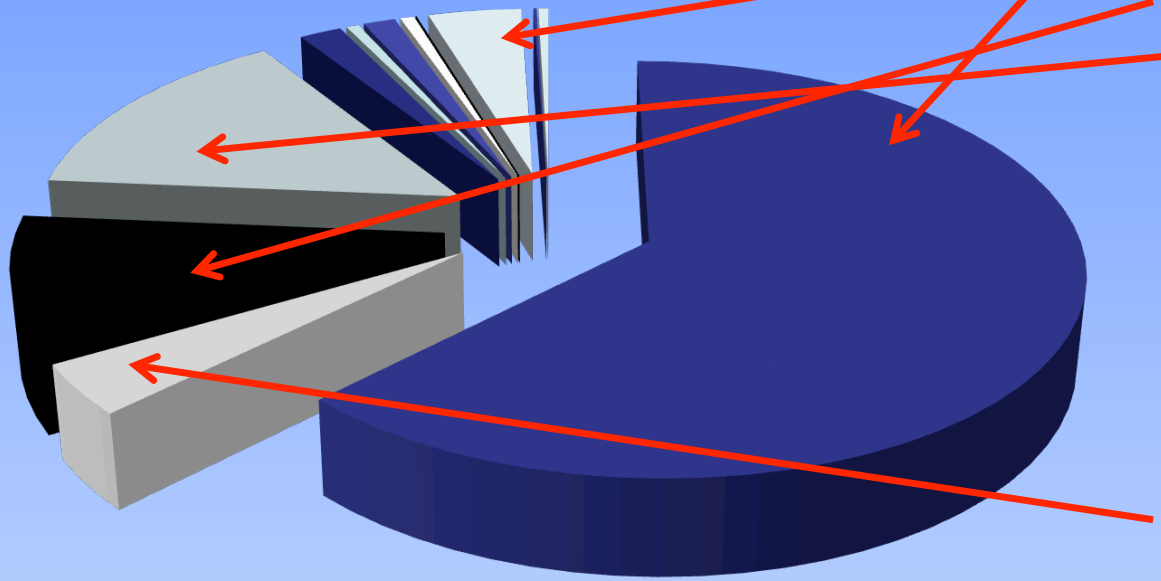
Total Figures EC-UNDP Collaboration

1995-2003	84 Meuro	23 projects
2004-2010	618 Meuro	70 projects

EC-UNDP Electoral Assistance 1995-2009



EC funding to UNDP pr thematic area



- legal framework
- planning/implementation
- capacity development
- civic/voter education
- voter registration
- observation
- campaign, parties and parliamenets
- media
- voting operations & E-Day
- verification of results
- complaints & appeals
- audit and evaluation
- other

UNDP Preferred EC Partner

- Facilitation role of the FAFA signed on 2003
- Joint and co-financed intervention of the community of donors is very appropriate to support electoral processes
- Mandate under UN General Assembly resolution 46/137 of 1991 to coordinate electoral assistance at country level between national and international actors
- Long Experience in Electoral Assistance, producing electoral assistance content,
- Provision of electoral experts via the Electoral Assistance Division of the UN Department of Political Affairs
- Pre financing deals once the Contribution Agreements are signed
- Lower Costs: up to 7% of General Management Services

Recap

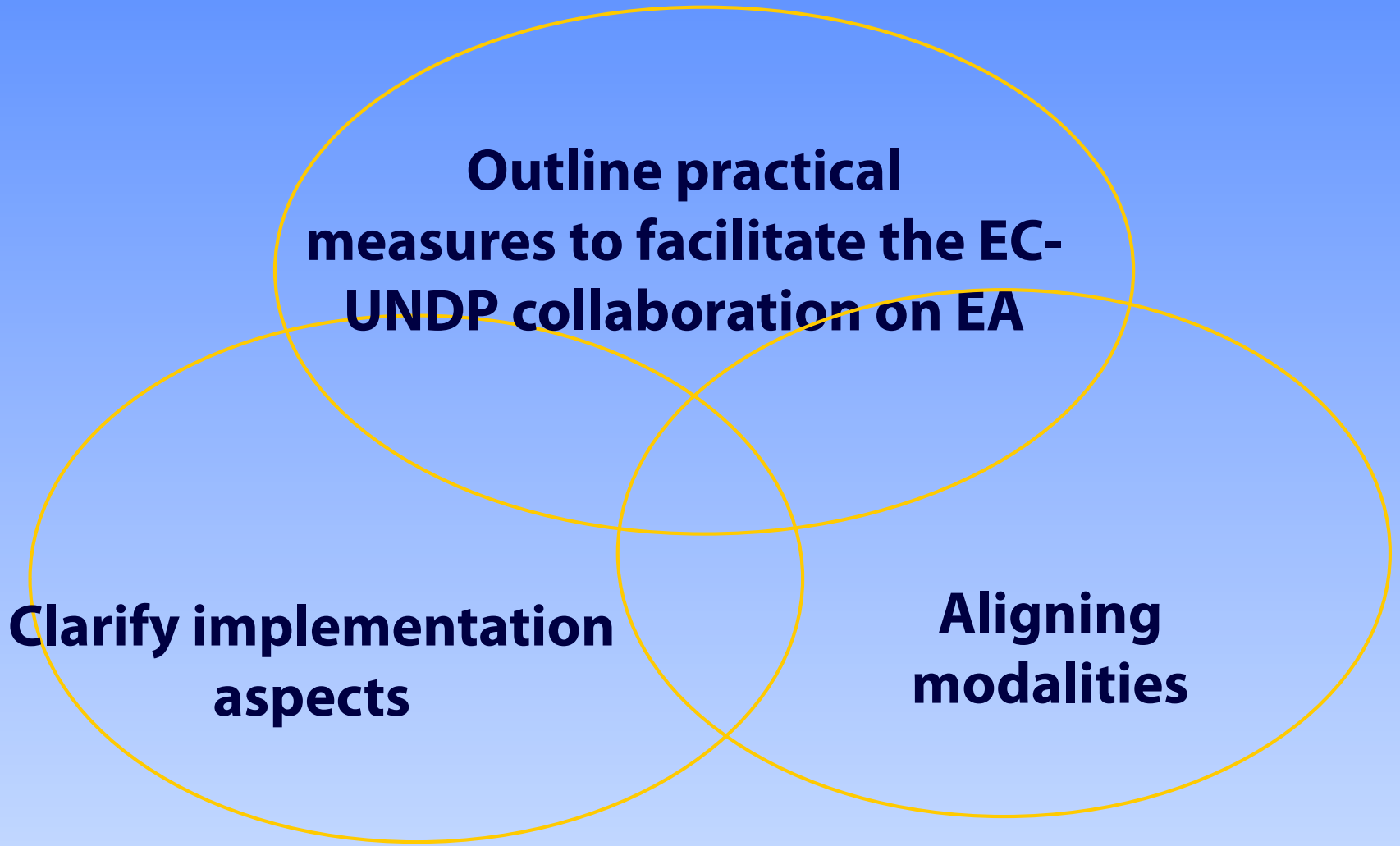
- ✓ 1995-2003 de facto partnership on the ground between the EC and UNDP in the field of electoral assistance.
- ✓ 2004 collaboration EC UNDP on DRC, 165 MEURO
- ✓ The EC and the Un signed a Financial and Administrative Framework Agreement (FAFA) in 2003.
- ✓ The Strategic Partnership Agreement (SPA) on governance, conflict prevention and post-conflict reconstruction was established in 2004.
- ✓ 27 EU Member States and the EU are the largest contributors to the UN system.
- ✓ The Joint EC-UNDP Operational Guidelines 2006 and 2008.

Operational Guidelines

Content:

- **Purpose and scope of the Guidelines**
- **Key components of the EC-UNDP Partnership on Electoral Assistance**
- **Specific elements for enhanced collaboration**
- **Entry into force and implementation**

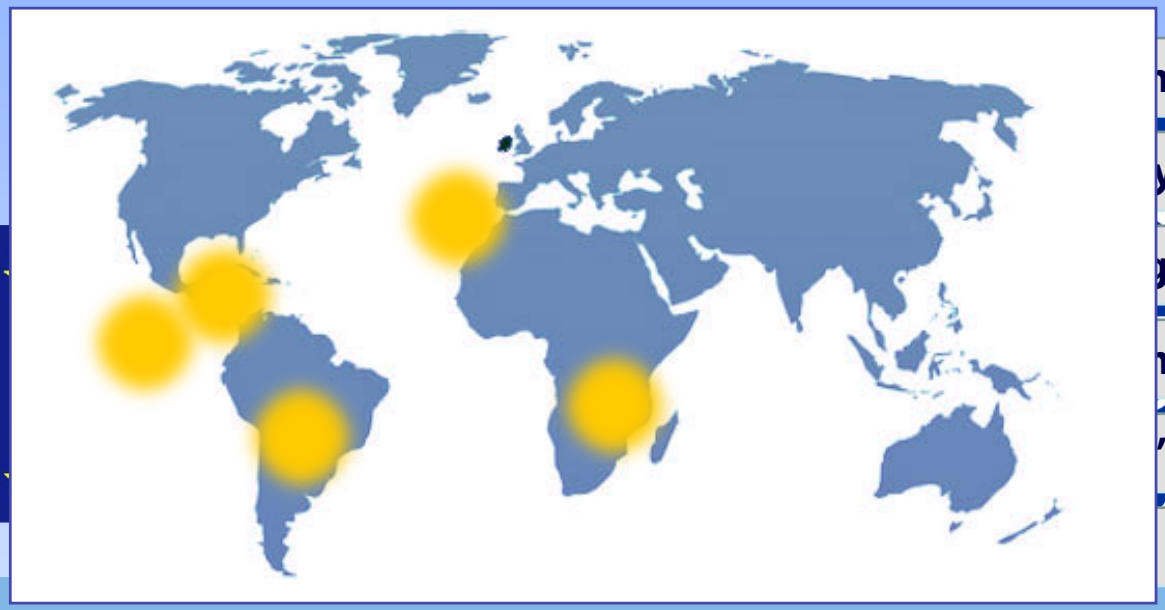
2: Purpose/scope of the OG



3.1 Joint EC-UNDP Task Force

Joint monitoring	**PURPOSE**	Increase adherence
Quality support		Increase efficiency
Coordination	**WHO?**	Members
HQ support	**FOCUS**	Liaison & interaction
Joint Missions		Knowledge dev.

3.2 Joint Formulation and Follow-up Missions



issions 2010

yzstan

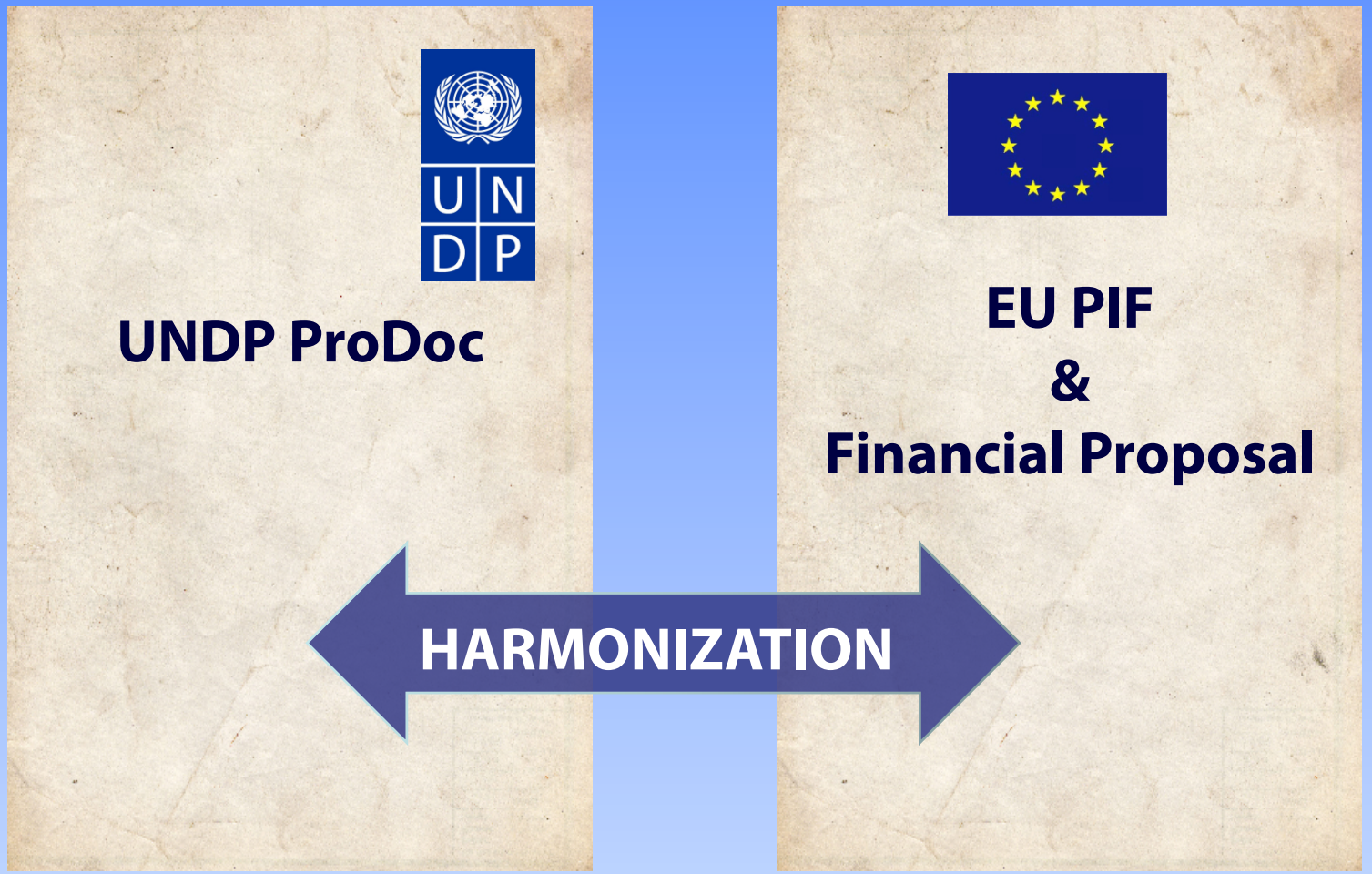
ger

nbique

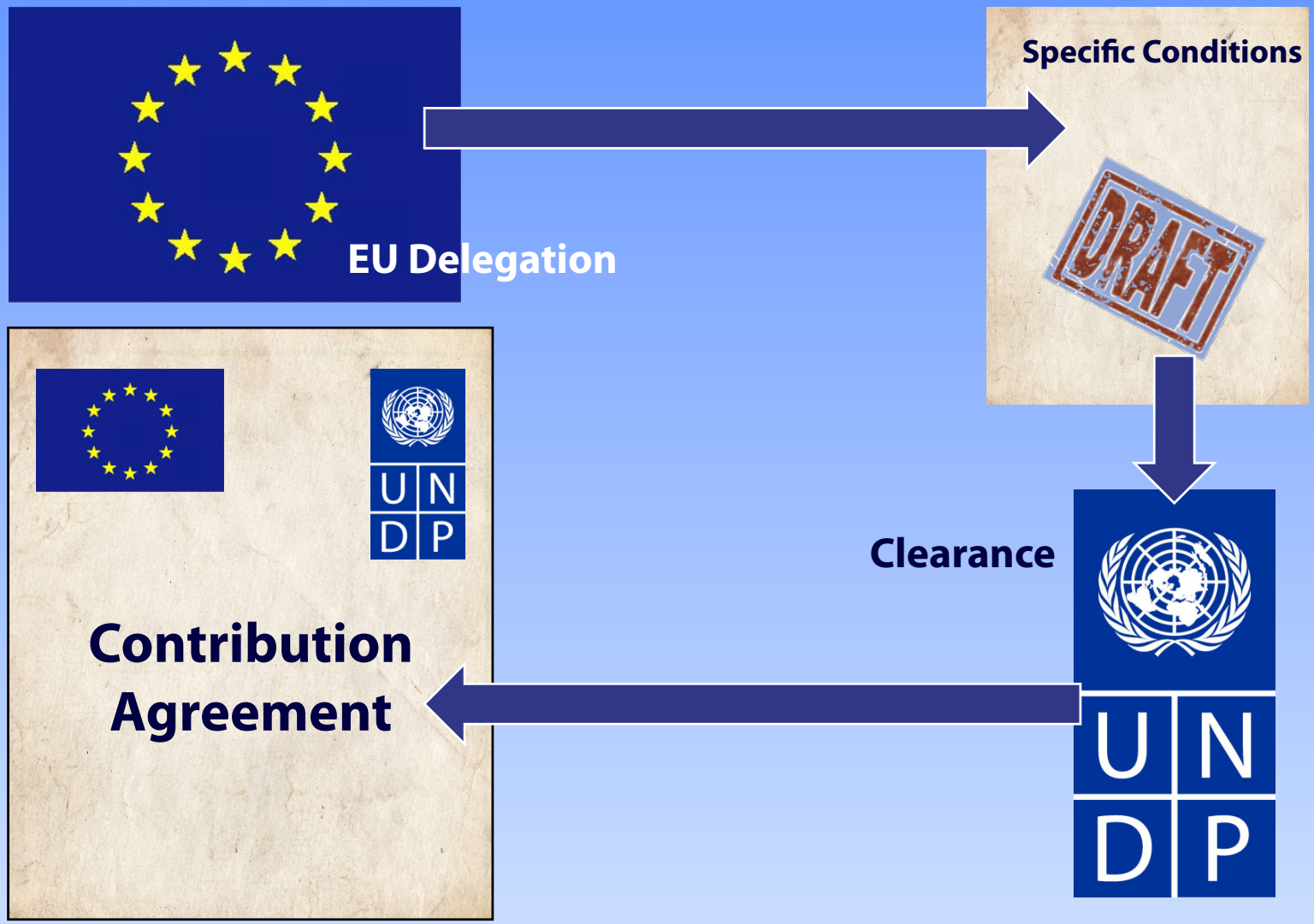
'Ivoire

Leste

3.3 EU/UNDP Project Documents



3.3 Contribution Agreement



3.3 Project Management structures

Example of Programme Management Setup:

High-Level Donor Coordination

Convened by UNDP and/or EMB with Donors/High-level representation at Ambassador or designate level. Frequency: As required, but once every 1-2 months dealing with political issues and resource mobilization.

Steering Committee

Convened on a schedule and co-chaired by EMB and UNDP. Participants: Project donors, Government representatives. Frequency: bi-monthly or monthly - depending on need.

Strategic orientation of the project activities

- Project oversight and decision making, including financial
- oversight and approval of funding allocations within the overall budget as recommended by the PMU

Examines and approves activity plans and reports of

- activities

Technical Committee

Convened by the EMB and/or UNDP. Participants: Project donors, possibly other donors involved in electoral assistance so to ensure donors coordination on electoral assistance. Frequency: weekly monthly - depending on need.

Follow-up on project implementation

- Recommendations on key issues
- Technical input to EMB planned activities
- Preparation of the Steering Committee
- Donors coordination

Project Management Unit (PMU)

Day-to-day administration and management of the project. The PMU should meet as a team at least once a week.

Day-to day project management

- Serves as Secretariat to the Steering Committee and the
- Technical Committee.

3.5 Steering/Technical Committee

Steering Committee:

Technical Committee:

Representatives of all EMBs

UNDP

EC

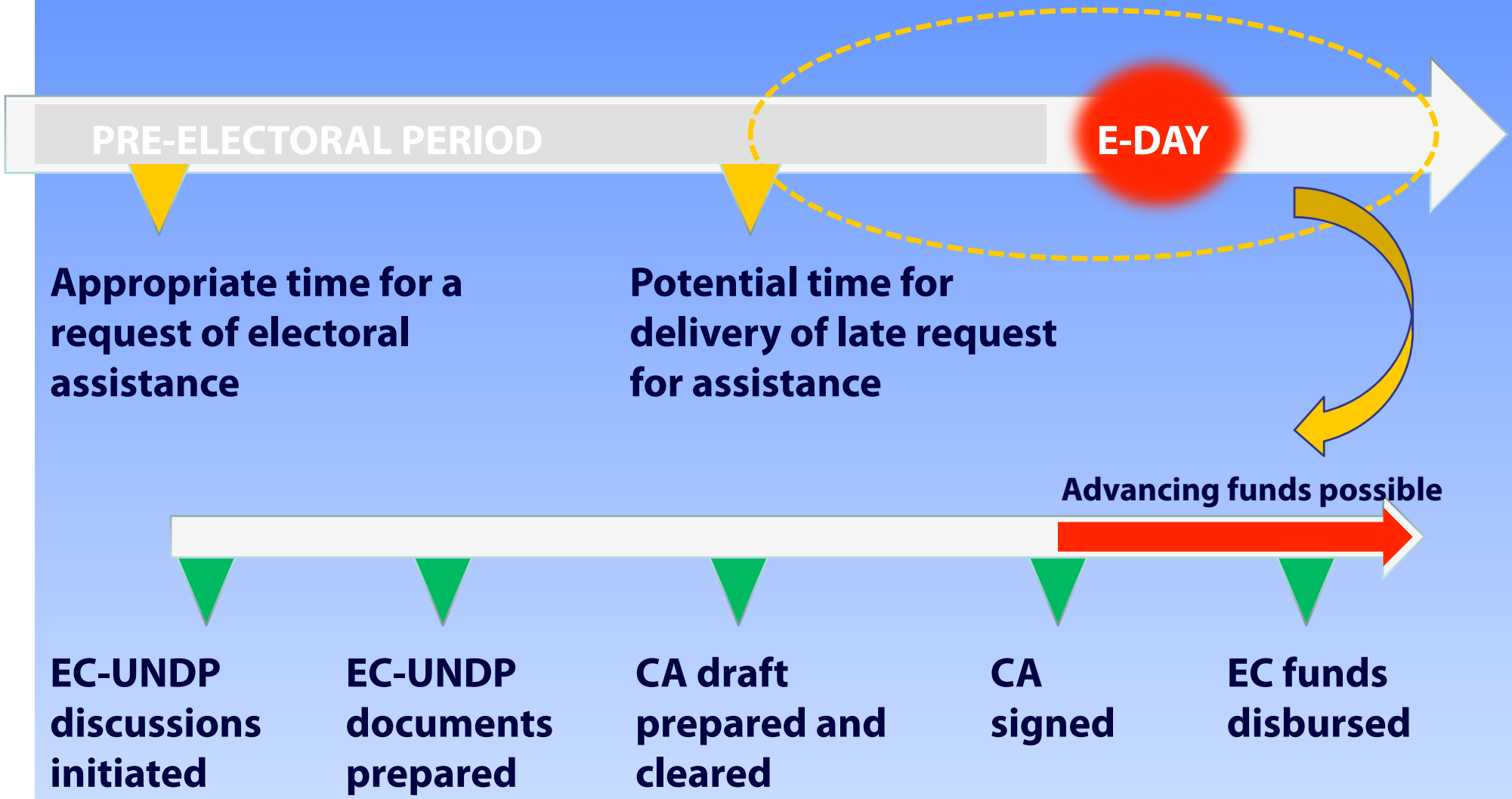
Representatives other donors

Additional EMB representatives

Experts of major donors

Upon SC request

3.4 UNDP financial/technical input for preparatory activities



3.5 Visibility

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Joint Visibility Guidelines

For EC-UN Actions in the Field

1. INTRODUCTION

These guidelines have been designed to ensure that UN actions funded by the European Union (EU) incorporate information and communication activities designed to raise the awareness of specific or general audiences of the reasons for and impact of the UN-EU cooperation, and identify EU[1] support for the action in the country or region concerned, as well as the impact of that particular action.

The guidelines are not a legal instrument but are meant to offer tools designed to enable the development of a dynamic communication strategy and to provide concrete advice to assist United Nations Secretariat, Specialised Agencies including the International Atomic Energy Agency (IAEA), Funds and Programmes (the United Nations Organisations)[2] that are party to the FAFA, and European Commission Directorates-General (EC DGs) and Delegations in selecting the type of visibility activity best suited to specific actions and contexts. The guidelines also include information concerning the correct use of the EU logo and identity.

Where the context and available resources permit, the United Nations Organisations should complement basic elements of static visibility and information communication with dynamic ways of highlighting EU support, as well as the impact of the action.

All communication and visibility activities should be carried out in close co-operation between the United Nations Organisation and the appropriate Delegation of the European Commission (EC Delegation) or the relevant headquarters department of the European Commission.

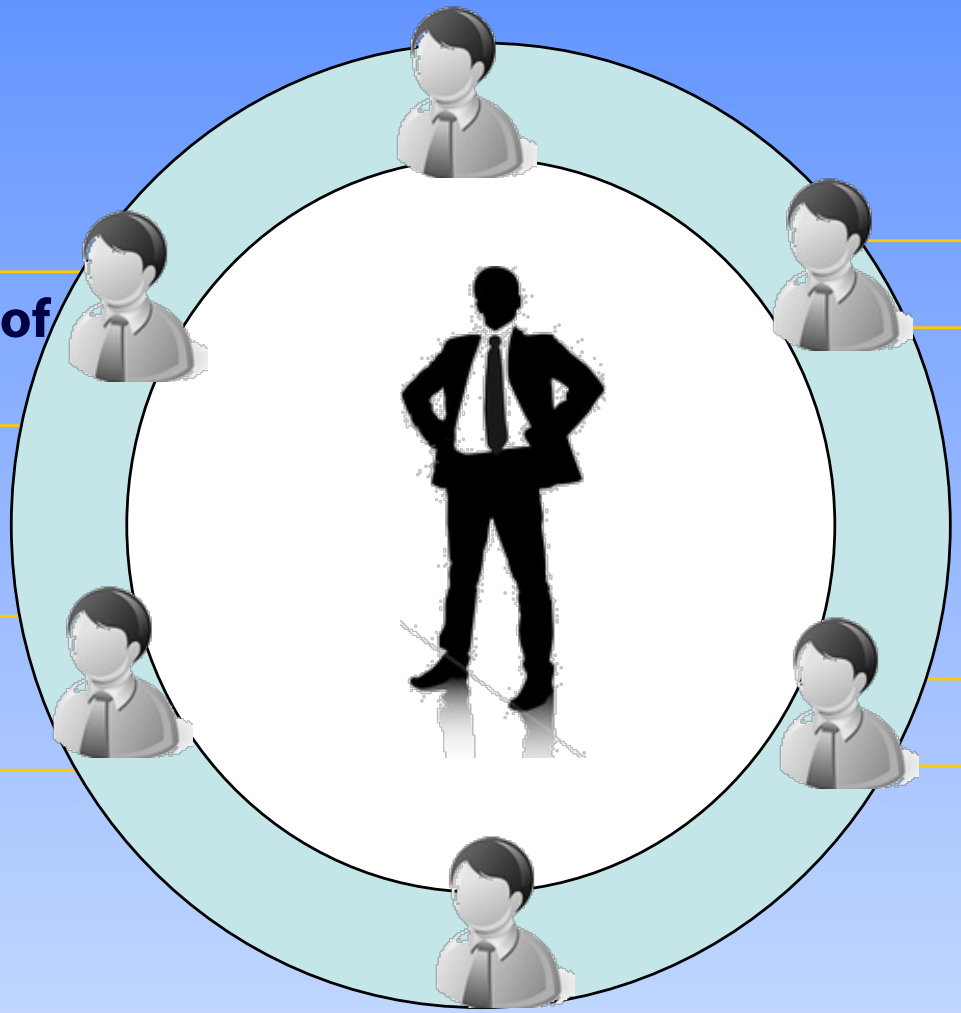
UNDP will ensure enhanced visibility of joint efforts

Expenses for visibility actions are considered eligible project expenses

UNDP CO is responsible for submitting a visibility plan to the EU Delegation

Ex: Joint press releases, TV spots, presentations, photo opportunities……..

3.7 Selection of Experts



Representatives of EMBs

Representatives of other donors

... with support from EAD

UNDP

... and the JTF

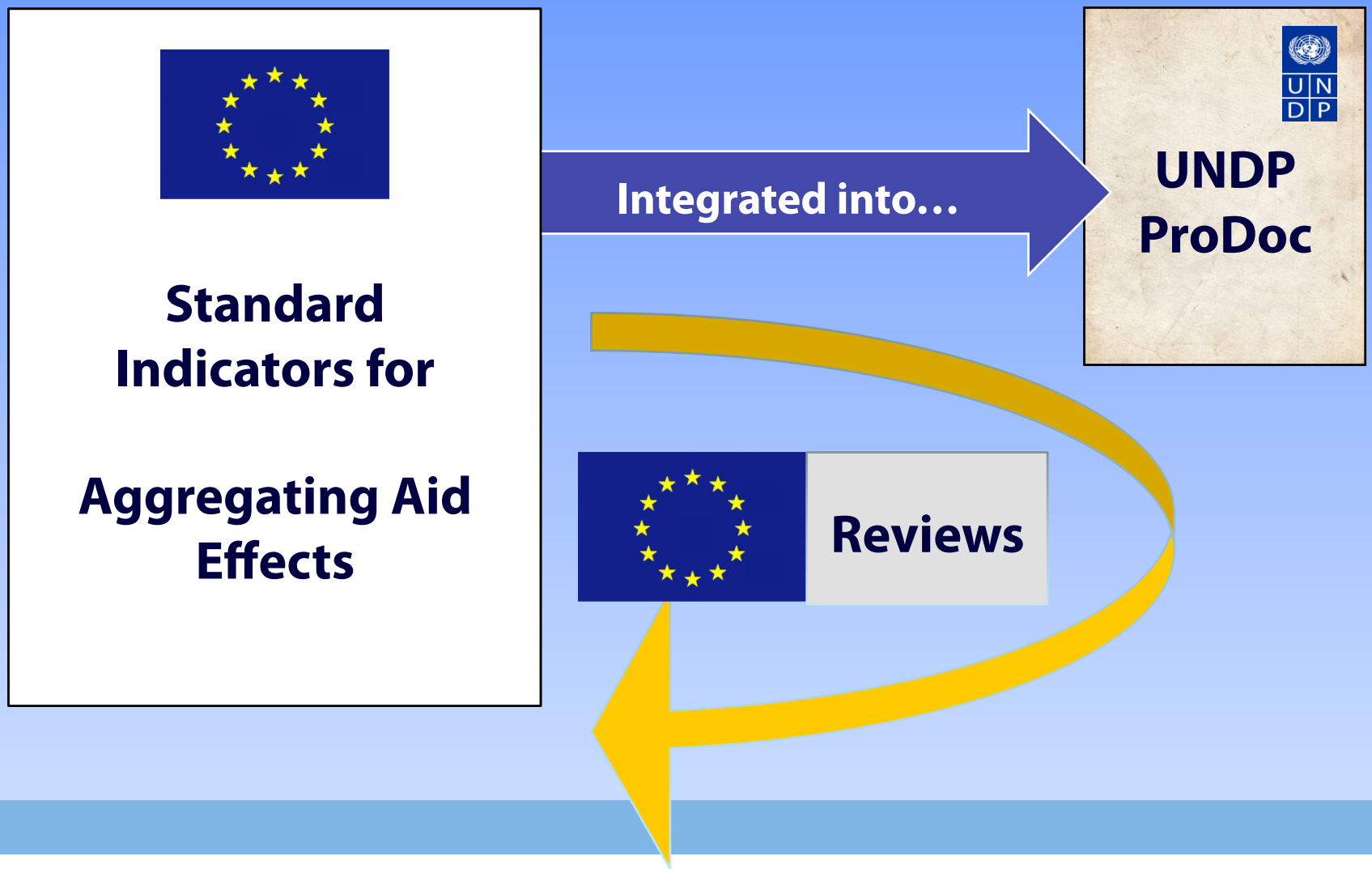
EC/EU

... with support from DEVCO

Selection of international Experts for the project's PMU

- **Both UN/EAD and EU/DEVCO have a roster of electoral experts**
- **Pre-selection to be done in a coordinated manner**
- **Selection to be done in agreement between UNDP Country Office, EU Delegation, other donors, the EMB**
- **UNDP ensures expedite clearance so to speed up the recruitement process**

3.7 Performance indicators



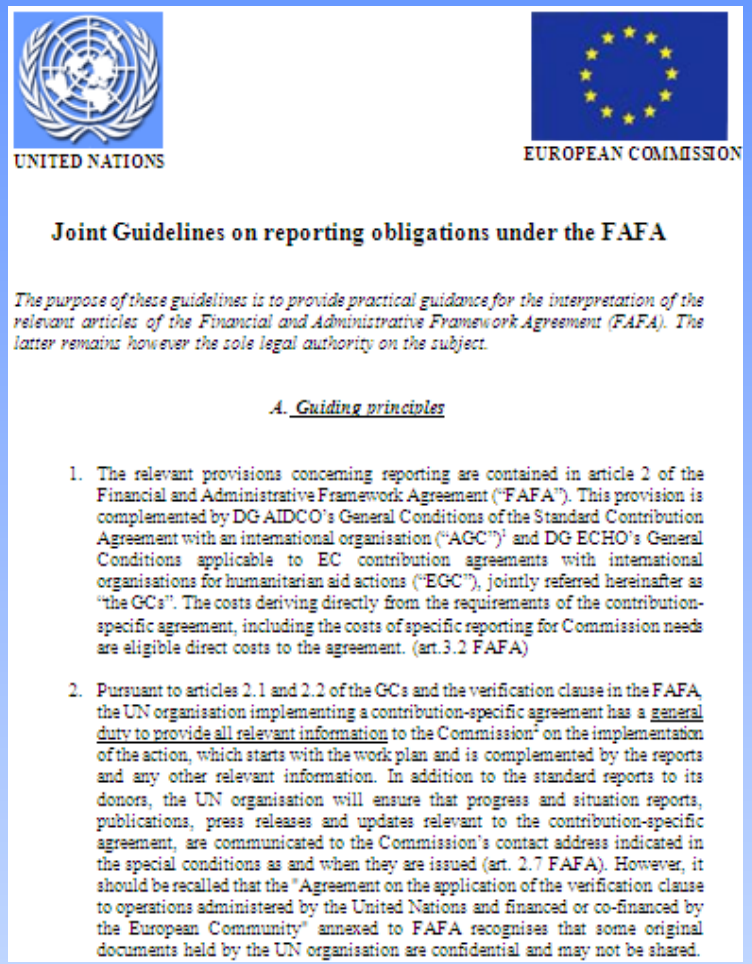
3.8 Reporting requirements

One-page reports
(for press statements etc.)

Technical progress reports (monthly)
(activities/outcomes)

Substantive reports (quarterly)
(status, key issues, financial info)

Decisions/proceedings of SC meetings



UNITED NATIONS

EUROPEAN COMMISSION

Joint Guidelines on reporting obligations under the FAFA

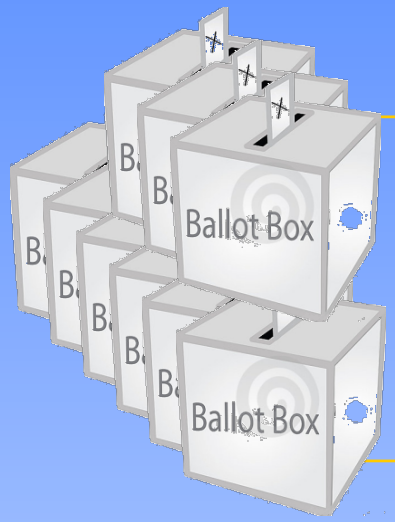
The purpose of these guidelines is to provide practical guidance for the interpretation of the relevant articles of the Financial and Administrative Framework Agreement (FAFA). The latter remains however the sole legal authority on the subject.

A. Guiding principles

1. The relevant provisions concerning reporting are contained in article 2 of the Financial and Administrative Framework Agreement ("FAFA"). This provision is complemented by DG AIDCO's General Conditions of the Standard Contribution Agreement with an international organisation ("AGC")[1] and DG ECHO's General Conditions applicable to EC contribution agreements with international organisations for humanitarian aid actions ("EGC"), jointly referred hereinafter as "the GCs". The costs deriving directly from the requirements of the contribution-specific agreement, including the costs of specific reporting for Commission needs are eligible direct costs to the agreement. (art.3.2 FAFA)

2. Pursuant to articles 2.1 and 2.2 of the GCs and the verification clause in the FAFA, the UN organisation implementing a contribution-specific agreement has a general duty to provide all relevant information to the Commission[2] on the implementation of the action, which starts with the work plan and is complemented by the reports and any other relevant information. In addition to the standard reports to its donors, the UN organisation will ensure that progress and situation reports, publications, press releases and updates relevant to the contribution-specific agreement, are communicated to the Commission's contact address indicated in the special conditions as and when they are issued (art. 2.7 FAFA). However, it should be recalled that the "Agreement on the application of the verification clause to operations administered by the United Nations and financed or co-financed by the European Community" annexed to FAFA recognises that some original documents held by the UN organisation are confidential and may not be shared.

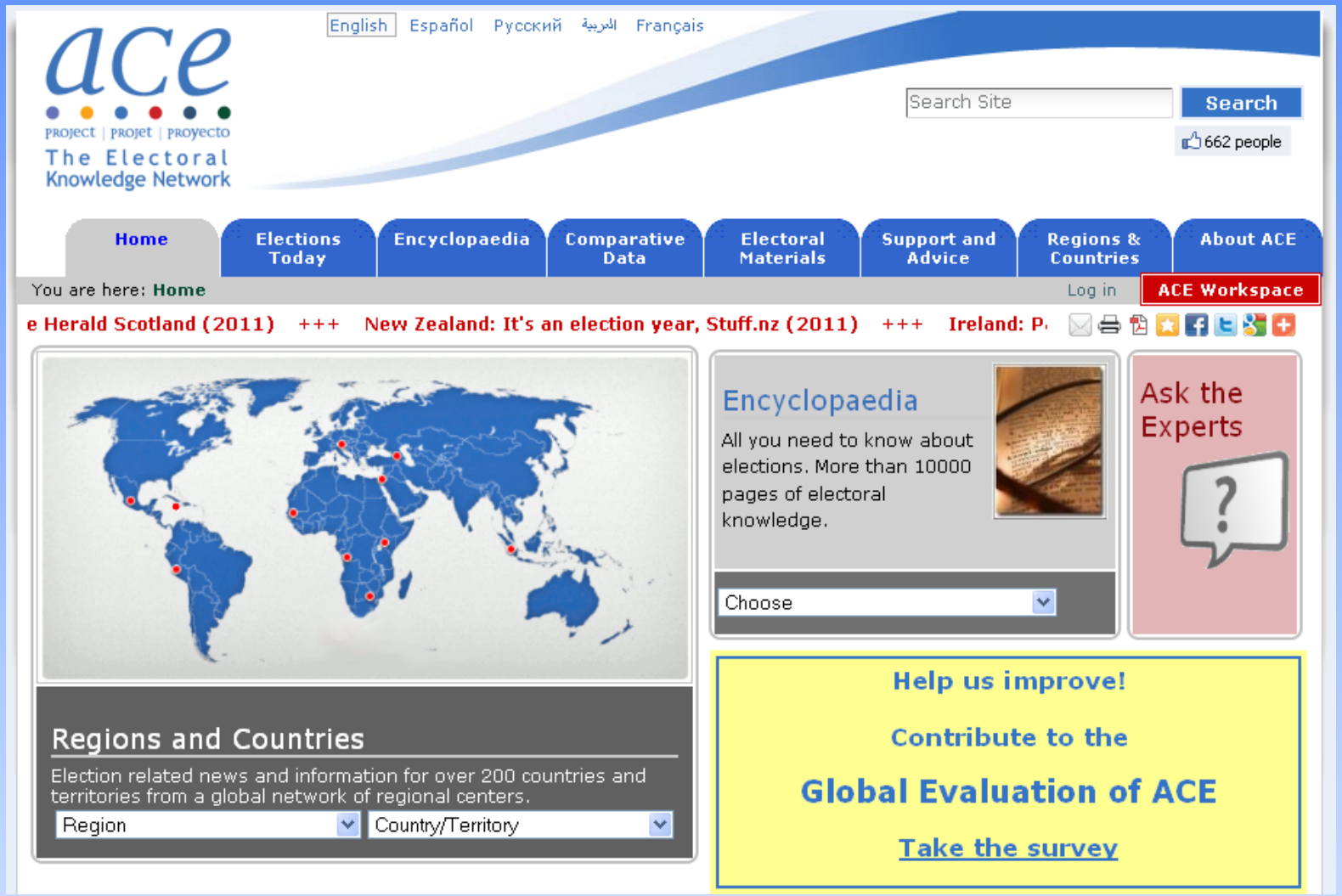
3.9 Procurement



... procurement of sensitive or highly specific or costly election materials should preferably be done in close collaboration and involvement of the UNDP PSO

Operational lessons and best practices learned i the field of procurement with specific focus on ICT solutions and biometric voter/civil registration

4 Elements for enhanced collaboration



4 Elements for enhanced collaboration

European Commission
United Nations Development Programme
Joint Task Force on Electoral Assistance

FORMULATING AND IMPLEMENTING ELECTORAL ASSISTANCE PROJECTS IN THE CONTEXT OF THE EC UNDP PARTNERSHIP

Objective

The workshop's **objective** is to strengthen the knowledge of relevant staff of EU/EC, UN/UNDP and Electoral Management Bodies (EMBs) on Formulating and Implementing Electoral Assistance Projects in the context of the **EU-UNDP Partnership on Electoral Assistance.**

Approach

The training will provide **detailed information** on existing frameworks, promote **exchange of experiences** and participants will also acquire useful tools to better **understand** legal and operational aspects related to the **electoral cycle** and to the EU-UNDP partnership on **electoral assistance.**

The **methodology** is designed to maximize the learning outcomes and the exchange of experience focusing on the mainstreaming of the principles of the "2005 Paris Declarations" and the "2008 Accra Agenda for Actions" on Aid Effectiveness, Harmonization, Alignment and Ownership applied to the Electoral Assistance field.

Outcomes & Tools

Presentations will introduce topics and case studies to the audience.

- **Case studies** will build upon concrete and relevant examples in order to better understand conceptual lessons applied in real settings and their outcomes.
- **Challenges** and positive **results** will be presented and will serve as an integrated tool to explore potential dynamics and implications.
- **Interactive group work** will take place to stimulate active reflection and engagement in discussions in order to efficiently apply topics taught and **lessons drawn.**
- All participants will be granted access to the **eLearning** Course on Effective Electoral Assistance.

www.ec-undp-electoralassistance.org

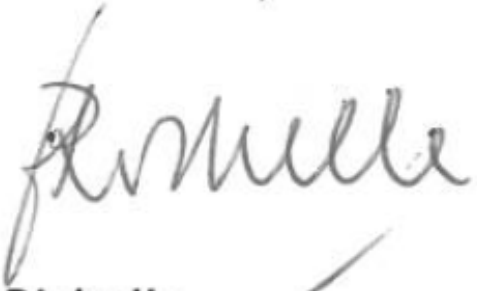
- ✓ **Trainings on Effective Electoral Assistance**
- ✓ **Thematic Workshops on**
  - ✓ **Elections & Technologies**
  - ✓ **Elections & Conflict**
  - ✓ **Formulation, implement…..**
- ✓ **eLearning Courses**
- ✓ **Operational papers & knowledge tools**

5. Entry into force & implementation

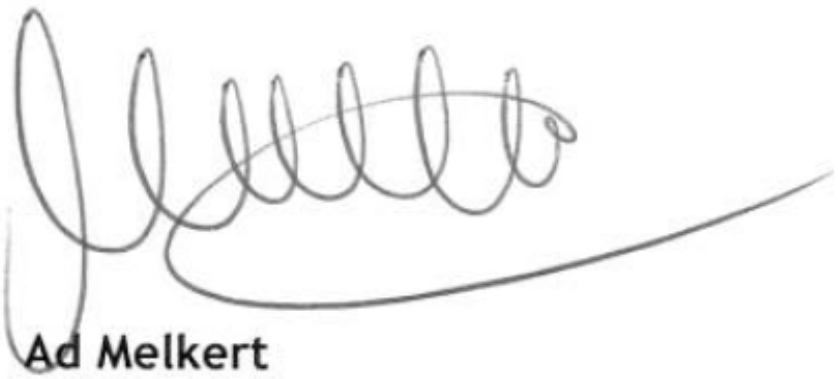
EC and UNDP agreed to monitor, assess and take the necessary corrective measures on the implementation of the Guidelines as they arise.

EAD is invited to participate in the review of the Guidelines.

Done in Brussels, on 07-07-08



Koos Richelle



Ad Melkert